Authorized Federal Supply Service (FSS)
Information Technology Schedule Pricelist

Contract Number: GS-35F-0323J

General Purpose Commercial Information Technology
Equipment, Software and Services - FSC Group 70

Special item No. 132-32	Term Software Licenses
Special Item No. 132–51	Information Technology Professional Services
Special Item No. 132-62	HSPD-12 Products and Service Components
Special Item No. 132-62STLOC	HSPD-12 Products and Service Components

SIN132-32 – Term Software Licenses
FSC CLASS 7030   Information Technology Software

SIN 132–51 – Information Technology (IT) Professional Services
FPDS Code D301   IT Facility Operations and Maintenance
FPDS Code D302   IT Systems Development Services
FPDS Code D306   IT Systems Analysis Services
FPDS Code D307   Automated Information Systems Design and Integration Services
FPDS Code D308   Programming Services
FPDS Code D310   IT Backup and Security Services
FPDS Code D311   IT Data Conversion Services
FPDS Code D313   Computer Aided Design/Computer Aided Manufacturing (CAD/CAM)
                      Services
FPDS Code D316   IT Network Management Services
FPDS Code D317   Automated News Services, Data Services, or Other Information Services
FPDS Code D399   Other Information Technology Services, Not Elsewhere Classified

SIN 132–62 – HSPD-12 Products and Service Components
FPDS Code D399   HSPD-12 Products and Service Components
                      PIV Enrollment and Registration, Products
                      PIV Enrollment and Registration, Services
                      PIV Infrastructure Services
                      PIV Card Management and Production Products
                      PIV Card Management and Production Services
                      PIV Card Activation and Finalization Products
                      PIV Card Activation and Finalization Services
                      PIV Integration Products and Services
                      Approved FIPS-201 Compliant Products
                      Approved FIPS-201 Compliant Services

                      Professional Services to support implementation and integration for ordering
                           activities applications

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is <u>not</u> to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

<div align="center">

HP Enterprise Services, LLC
Mail Stop: A4S-B21
13600 HP ES Drive
Herndon, Virginia 20171-3225
Internet Address/Web Site: www.hp.com
Contract Number: GS-35F-0323J

Period Covered by Contract: <u>April 1, 2004 through September 26, 2011</u>

General Services Administration
Federal Supply Service

Pricelist current through Refresh #27 and Modification #43, June 27, 2011

</div>

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Internet at http:// /www.gsaadvantage.gov

Table of Contents

Information for Ordering Agencies

Special Notice to Agencies:

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. Geographic Scope of Contract

Geographic Scope is CONUS and OCONUS. *CONUS* - within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. *OCONUS* - outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

2. Contractor's ordering Address and Payment Information

Remittance

Credit Bank:

> Bank of America
> ABA# 026009593-Wire
> ABA#111000012-ACH
> 1401 Elm Street, 5th Floor, Lockbox 848433, Dallas, TX 75202

Credit Account:

> HP Enterprise Services, LLC
> Account Number: 3752026177

ACH Payment:

> To insure proper payment application, the HP ES invoice number(s) must be included in the description field or in the invoice field as specified by some ACH software applications.

Wire Payment:

To insure proper payment application, reference to HP ES invoice number(s) n the Originator to Beneficiary (OBI1) field separated by a space.

(Example: A1234567 B8901234 C5678901)

Acceptable EFT Format:

ACH CTX in EDI 820 Format
ACH CCD+
FED   Wire Transfer

NOTE: ACH CCD format is not acceptable except by special permission.

Mailing Address:
HP c/o Bank of America
PO Box 848433
Dallas, TX 75284-8433

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, the bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance.

Technical/Ordering Assistance	**Contract Assistance**
Carol Monnin	Jonathan Dantzler
Carol.Monnin@hp.com	Jonathan.dantzler@hp.com
Program Manager	Contract Administrator
Telephone: (703) 736-8596	Telephone: (703) 742-2187
Fax: (703) 733-3608	Fax: (703) 742-2674

3. Liability for Injury or Damage

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279

Block 9:   G. Order/Modification Under Federal Schedule
Block 16:   Data Universal Numbering System (DUNS) Number: **07-781-7617**
Block 30:   Type of Contractor – C. Large Business
Block 31:   Woman-Owned Small Business – No
Block 36:   Contractor's Taxpayer Identification Number (TIN): **75-2548221**

4a. CAGE Code: 1U305

4b. Contractor has registered with the Central Contractor Registration (CCR) database.

5. FOB Destination

Applicable to Special Item Number 132–62 HSPD-12 Products and Service Components
 - delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Not applicable to Special Item Number 132–51 Information Technology Professional Services.

6. Delivery Schedule

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

Special Item Number	Delivery Time (Days ARO)
132-51	90 days or as stated on Order
132-62	90 Days or as stated on Order

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any orders placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. Discounts

Prices shown are NET Prices; Basic Discounts have been deducted.

a. Prompt Payment: Not offered.

b. Quantity: None

c. Dollar Volume: None

d. Government Educational Institutions: No special or unique discounts are offered to Government Educational Institutions.

e. Credit Card: None

f. Other: None

8. Trade Agreements Act of 1979, as Amended

All items are U.S. made end products, designated country and products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. Statement Concerning Availability Of Export Packing

Not applicable.

10. Small Requirements

The guaranteed minimum dollar value of orders to be issued is $100.

11. Maximum Order

(All dollar amounts are exclusive of any discount for prompt payment.)

1. The Maximum Order Threshold per order for the following Special Item Numbers (SINs) is $500,000:

    Special Item No. 132–51   Information Technology (IT) Professional Services

1. The Maximum Order Threshold per order for the following Special Item Numbers (SINs) is $1,000,000:

    Special Item No. 132-62   HSPD-12 Products and Service Components

12. Use of Federal Supply Service Information Technology Schedule Contracts, In accordance with FAR 8.404:

[NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132–51 IT Professional Services and 132–52 EC Services; refer to the terms and conditions for those SINs.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsize the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices or items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

    a.   **Orders placed at or below the micro-purchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

    b.   **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider-

        1.   Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;

        2.   Trade-in considerations;

        3.   Probable life of the item selected as compared with that of a comparable term;

        4.   Warranty considerations;

5. Maintenance availability;

6. Past performance; and

7. Environmental and energy efficiency considerations.

c. **Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall-

1. Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;

2. Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and

3. After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

1. Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216–19 Order Limitations);

2. Offer the lowest price available under the contract; or

3. Decline the order (orders must be returned in accordance with FAR 52.216–19).

d. **Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. **Price reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

f. **Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. **Documentation**. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product particular to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include

an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13. Federal Information Technology/Telecommunication Standards Requirements

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 Federal Information Processing Standards Publications (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 Federal Telecommunication Standards (FED-STDS)

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such

certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d)   Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e)   Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f)   Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g)   Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h)   Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i)   Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j)   Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. Contract Administration for Ordering Offices

Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212–4, paragraphs (1) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.)

16. GSA Advantage!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

1.   Manufacturer;
2.   Manufacturer's Part Number; and
3.   Product categories.

Agencies can browse GSA Advantage! by accessing the Internet at http:// /www.gsaadvantage.gov

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if**-

(1)	All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

(2)	The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;

(3)	The items are clearly labeled on the order as items not on the Federal Supply Schedule; and

(4)	All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. Contractor Commitments, Warranties and Representations

a.	For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

1.	Time of delivery/installation quotations for individual orders;

2.	Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements which result in orders under this schedule contract.

3.	Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b.	The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. Overseas Activities

The Information Technology Professional Services offered herein are available to Government agencies, installations, and activities at all overseas locations. Any services outside the scope of this contract are offered on an open market basis. Such services will be negotiated between HP Enterprise Services, LLC and the ordering office.

Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. Blanket Purchase Agreements (BPAs).

Federal Acquisition Regulation (FAR) 13.201(a) defines Blanket Purchase Agreements (BPAs) as "…a simplified method of filling anticipated repetitive neHP ES for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the

Federal Supply Schedule Program is authorized in accordance with FAR 13.202(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

21. Contractor Team Arrangements

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22.   Installation, Deinstallation, Reinstallation

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act apply.

The requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23.   Section 508 Compliance

Contractor will comply with Section 508 as specified in each individual delivery order.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a)   A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b)   The following statement:

> This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a)   The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b)   Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

> (1)   For such period as the laws of the State in which this contract is to be performed prescribe; or
>
> (2)   Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c)   The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

1. SCOPE

a. The prices, terms and conditions stated under Special Item Number (SIN) 132-51, Information Technology (IT) Professional Services, apply exclusively to IT Services within the scope of this Information Technology Schedule.

b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

2. PERFORMANCE INCENTIVES

a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.

b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK) (G-FCI-920) (MAR 2003)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

When ordering services over $100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 – Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

(a) When ordering services, ordering activities shall—

(1) Prepare a Request (Request for Quote or other communication tool):

(i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of

performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii)   The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii)   The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv)   The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify the contractors that will be the case.

(2)   Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(i)   The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.

(ii)   For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs.

(iii)   In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv)   Ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3)   Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b)   The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs, ordering activities shall—

(1)   Inform contractors in the request (based on the ordering activity's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i)   SINGLE BPA: Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii)   MULTIPLE BPAs: When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the Schedule contractor that represents the best value.

(2)   Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

(c)   The ordering activity should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(d)   When the ordering activity's requirement involves both products as well as executive, administrative and/or professional, services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

(e)   The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

4.   ORDER

a.   Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (APR 1984) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

b.   All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

5.   PERFORMANCE OF SERVICES

a.   The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b.   The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c.   The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d.   Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

6.   INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (MAR 2001) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7.   RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 Rights in Data – General (JUN 1987), may apply.

8.   RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

9.   INDEPENDENT CONTRACTOR

All IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10.   ORGANIZATIONAL CONFLICTS OF INTEREST

a.   Definitions.

"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11   INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12.   PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate I (MAR 2000) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate II (FEB 2002) applies to labor-hour orders placed under this contract.

13.   RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14.   INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15.   APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT SERVICES AND PRICING

HP Enterprise Services, LLC
GSA Schedule Contract
Information Technology (IT) Services
SIN 132-51

Year 6 (April 1, 2004 – March 31, 2005)

	Contractor Site	Customer Site
Account Manager	$131.18	$125.24
Account Operations Manager	$86.89	$80.95
Administrative Assistant I	$45.43	$39.94
Administrative Assistant II	$54.83	$49.33
Auditor - Quality Assurance	$59.80	$56.36
Business Planning Manager	$110.44	$104.51
Business Planning Specialist	$83.05	$79.61
Business Relations Manager I	$81.19	$75.26
Business Relations Manager II	$96.39	$90.45
Business Services Analyst	$49.35	$45.91
Business Services Analyst - Advanced	$67.13	$63.69
Business Services Analyst - Senior	$83.76	$80.32
Business Support Manager	$81.03	$75.09
Communications Engineer	$66.65	$63.21
Communications Engineer - Advanced	$84.35	$80.91
Communications Engineer - Senior	$93.39	$89.95
Communications Manager I	$97.85	$91.91
Communications Manager II	$106.94	$100.99
Computer Operator	$41.01	$37.57
Computer Operator - Senior	$49.77	$46.33
Consultant - Senior	$103.64	$100.21
Consultant Architect	$121.70	$118.25
Consultant - Associate	$56.14	$52.70
Consultant Specialist	$92.59	$89.15
Data Analyst	$56.54	$53.11
Data Base Administrator	$87.26	$83.82
Distributed Systems Tech	$56.47	$53.03
Data Processing Installation Manager	$114.25	$108.32
Enterprise Architect/Staff Engineer - Senior	$134.34	$130.89
Enterprise Consultant	$141.40	$137.97
Field Service Technician	$51.73	$48.29
Financial Analyst	$54.23	$50.80
Financial Analyst - Advanced	$64.07	$60.63
Financial Analyst - Senior	$80.65	$77.21
Financial Specialist - Senior	$99.46	$96.02
General Support Clerk	$27.16	$23.58
Graphic Designer	$57.82	$54.38
Hardware Planning Manager	$82.98	$77.04
Help Desk Coordinator	$45.09	$41.65
Help Desk Coordinator - Associate	$41.51	$38.07
Info Systems Auditor - Adv	$69.46	$66.02
Information Analyst	$66.48	$63.04
Information Associate	$53.69	$50.25

	Contractor Site	Customer Site
Information Specialist	$82.50	$79.07
Information Specialist - Senior	$98.88	$95.44
Infrastructure Analyst	$72.77	$69.34
Infrastructure Associate	$56.29	$52.85
Infrastructure Specialist	$86.84	$83.40
Infrastructure Specialist - Senior	$102.63	$99.20
Managing Consultant	$119.16	$115.72
Network Operations Supervisor	$81.36	$76.01
Network Operations Manager	$99.84	$93.90
Network Services Technician	$52.76	$49.33
Network Services Technician - Senior	$58.38	$54.95
Product Support Specialist	$58.40	$54.97
Program Manager - Senior	$124.08	$118.15
Project Manager - Senior/Program Manager	$110.42	$104.49
Project Analyst	$57.59	$54.15
Project Analyst - Advanced	$77.91	$74.47
Project Analyst - Senior	$89.84	$86.40
Project Manager - Advanced	$100.09	$94.15
Quality Assurance Analyst	$64.91	$61.48
Quality Assurance Manager	$88.65	$82.71
Quality Assurance Specialist - Senior	$81.50	$78.06
Quality Assurance Specialist	$73.28	$69.84
Research Analyst	$64.63	$61.20
Security Specialist	$79.73	$76.30
Specialized Support Clerk I	$31.10	$27.51
Specialized Support Clerk II	$35.10	$31.51
Strategic Program Manager	$147.89	$141.96
Systems Administrator	$61.91	$58.48
Systems Administrator - Advanced	$79.23	$75.79
Systems Administrator - Senior	$93.74	$90.30
Systems Architect/Staff Engineer	$114.39	$110.96
Technical Writing Specialist	$66.45	$63.02
Technical Delivery Organizational Manager	$121.47	$115.53
Technical Delivery Strategic Manager	$132.16	$126.23
Technical Delivery Team Manager	$99.23	$93.29
Telecommunications Analyst	$59.31	$55.88
Telecommunications Analyst - Advanced	$74.40	$70.97
Telecommunications Analyst - Senior	$90.26	$86.83
Telecommunications Technician	$46.28	$42.86
ICE Administrative Assistant I	$62.71	$59.27
ICE Business Planning Consultant	$127.25	$123.81
ICE Business Services Analyst - Advanced	$71.34	$67.91
ICE Business Services Analyst - Senior	$103.32	$99.88
ICE Consultant	$106.38	$102.95
ICE Consultant - Senior	$167.57	$164.13
ICE Consultant Specialist	$140.18	$136.75
ICE Finance Manager	$118.99	$113.04
ICE Financial Analyst	$60.23	$56.79
ICE Financial Analyst - Advanced	$84.12	$80.68
ICE Financial Specialist - Senior	$92.44	$89.00
ICE Graphics Designer	$69.27	$65.83
ICE Information Analyst	$98.66	$95.23

	Contractor Site	Customer Site
ICE Information Specialist	$108.82	$105.38
ICE Information Specialist - Senior	$120.87	$117.43
ICE Program Manager - Senior	$142.66	$136.73
ICE Project Manager - Advanced	$116.47	$110.53
ICE Project Manager - Senior	$127.66	$121.73
ICE Systems Architect/Staff Engineer	$141.67	$138.24
ICE System Administrator - Advanced	$72.37	$68.93
ICE System Administrator - Senior	$96.34	$92.90
ICE System Administrator	$53.23	$49.79
ICE Telecommunications Analyst 1	$81.60	$78.16
ICE Telecommunications Analyst 2	$89.55	$86.11

Year 7 (April 1, 2005 – March 31, 2006)

	Contractor Site	Customer Site
Account Manager	$135.64	$129.50
Account Operations Manager	$89.84	$83.71
Administrative Assistant I	$46.97	$41.30
Administrative Assistant II	$56.69	$51.00
Auditor - Quality Assurance	$61.83	$58.28
Business Planning Manager	$114.19	$108.06
Business Planning Specialist	$85.87	$82.32
Business Relations Manager I	$83.95	$77.82
Business Relations Manager II	$99.67	$93.53
Business Services Analyst	$51.03	$47.47
Business Services Analyst - Advanced	$69.41	$65.86
Business Services Analyst - Senior	$86.61	$83.05
Business Support Manager	$83.79	$77.64
Communications Engineer	$68.92	$65.36
Communications Engineer - Advanced	$87.22	$83.66
Communications Engineer - Senior	$96.57	$93.01
Communications Manager I	$101.18	$95.04
Communications Manager II	$110.58	$104.43
Computer Operator	$42.40	$38.85
Computer Operator - Senior	$51.46	$47.91
Consultant - Senior	$107.16	$103.61
Consultant Architect	$125.84	$122.27
Consultant - Associate	$58.05	$54.49
Consultant Specialist	$95.74	$92.18
Data Analyst	$58.46	$54.91
Data Base Administrator	$90.23	$86.67
Distributed Systems Tech	$58.39	$54.84
Data Processing Installation Manager	$118.13	$112.00
Enterprise Architect/Staff Engineer - Senior	$138.91	$135.34
Enterprise Consultant	$146.21	$142.66
Field Service Technician	$53.49	$49.93
Financial Analyst	$56.07	$52.53
Financial Analyst - Advanced	$66.25	$62.69
Financial Analyst - Senior	$83.39	$79.84
Financial Specialist - Senior	$102.84	$99.29
General Support Clerk	$28.08	$24.38
Graphic Designer	$59.79	$56.23
Hardware Planning Manager	$85.80	$79.66

	Contractor Site	Customer Site
Help Desk Coordinator	$46.62	$43.07
Help Desk Coordinator - Associate	$42.92	$39.37
Info Systems Auditor - Adv	$71.82	$68.27
Information Analyst	$68.74	$65.18
Information Associate	$55.52	$51.96
Information Specialist	$85.31	$81.76
Information Specialist - Senior	$102.24	$98.69
Infrastructure Analyst	$75.24	$71.69
Infrastructure Associate	$58.20	$54.65
Infrastructure Specialist	$89.79	$86.24
Infrastructure Specialist - Senior	$106.12	$102.57
Managing Consultant	$123.21	$119.66
Network Operations Supervisor	$84.13	$78.59
Network Operations Manager	$103.23	$97.09
Network Services Technician	$54.55	$51.00
Network Services Technician - Senior	$60.36	$56.82
Product Support Specialist	$60.39	$56.84
Program Manager - Senior	$128.30	$122.17
Project Manager - Senior/Program Manager	$114.17	$108.04
Project Analyst	$59.55	$55.99
Project Analyst - Advanced	$80.56	$77.01
Project Analyst - Senior	$92.89	$89.34
Project Manager - Advanced	$103.49	$97.35
Quality Assurance Analyst	$67.12	$63.57
Quality Assurance Manager	$91.66	$85.52
Quality Assurance Specialist - Senior	$84.27	$80.72
Quality Assurance Specialist	$75.77	$72.21
Research Analyst	$66.83	$63.28
Security Specialist	$82.44	$78.89
Specialized Support Clerk I	$32.16	$28.45
Specialized Support Clerk II	$36.29	$32.59
Strategic Program Manager	$152.92	$146.78
Systems Administrator	$64.01	$60.46
Systems Administrator - Advanced	$81.92	$78.37
Systems Administrator - Senior	$96.93	$93.37
Systems Architect/Staff Engineer	$118.28	$114.73
Technical Writing Specialist	$68.71	$65.16
Technical Delivery Organizational Manager	$125.60	$119.46
Technical Delivery Strategic Manager	$136.65	$130.52
Technical Delivery Team Manager	$102.60	$96.47
Telecommunications Analyst	$61.33	$57.78
Telecommunications Analyst - Advanced	$76.93	$73.38
Telecommunications Analyst - Senior	$93.33	$89.78
Telecommunications Technician	$47.85	$44.32
ICE Administrative Assistant I	$64.84	$61.29
ICE Business Planning Consultant	$131.58	$128.02
ICE Business Services Analyst - Advanced	$73.77	$70.21
ICE Business Services Analyst - Senior	$106.83	$103.28
ICE Consultant	$110.00	$106.45
ICE Consultant - Senior	$173.27	$169.71
ICE Consultant Specialist	$144.95	$141.40
ICE Finance Manager	$123.04	$116.88

	Contractor Site	Customer Site
ICE Financial Analyst	$62.28	$58.72
ICE Financial Analyst - Advanced	$86.98	$83.42
ICE Financial Specialist - Senior	$95.58	$92.03
ICE Graphics Designer	$71.63	$68.07
ICE Information Analyst	$102.01	$98.47
ICE Information Specialist	$112.52	$108.97
ICE Information Specialist - Senior	$124.98	$121.43
ICE Program Manager - Senior	$147.51	$141.38
ICE Project Manager - Advanced	$120.43	$114.29
ICE Project Manager - Senior	$132.00	$125.86
ICE Systems Architect/Staff Engineer	$146.49	$142.94
ICE System Administrator - Advanced	$74.83	$71.28
ICE System Administrator - Senior	$99.62	$96.06
ICE System Administrator	$55.04	$51.48
ICE Telecommunications Analyst 1	$84.37	$80.82
ICE Telecommunications Analyst 2	$92.59	$89.04

Year 8 (April 1, 2006 – March 31, 2007)

	Contractor Site	Customer Site
Account Manager	$140.25	$133.90
Account Operations Manager	$92.89	$86.56
Administrative Assistant I	$48.57	$42.70
Administrative Assistant II	$58.62	$52.73
Auditor - Quality Assurance	$63.93	$60.26
Business Planning Manager	$118.07	$111.73
Business Planning Specialist	$88.79	$85.12
Business Relations Manager I	$86.80	$80.47
Business Relations Manager II	$103.06	$96.71
Business Services Analyst	$52.77	$49.08
Business Services Analyst - Advanced	$71.77	$68.10
Business Services Analyst - Senior	$89.55	$85.87
Business Support Manager	$86.64	$80.28
Communications Engineer	$71.26	$67.58
Communications Engineer - Advanced	$90.19	$86.50
Communications Engineer - Senior	$99.85	$96.17
Communications Manager I	$104.62	$98.27
Communications Manager II	$114.34	$107.98
Computer Operator	$43.84	$40.17
Computer Operator - Senior	$53.21	$49.54
Consultant - Senior	$110.80	$107.13
Consultant Architect	$130.12	$126.43
Consultant - Associate	$60.02	$56.34
Consultant Specialist	$99.00	$95.31
Data Analyst	$60.45	$56.78
Data Base Administrator	$93.30	$89.62
Distributed Systems Tech	$60.38	$56.70
Data Processing Installation Manager	$122.15	$115.81
Enterprise Architect/Staff Engineer - Senior	$143.63	$139.94
Enterprise Consultant	$151.18	$147.51
Field Service Technician	$55.31	$51.63
Financial Analyst	$57.98	$54.32
Financial Analyst - Advanced	$68.50	$64.82
Financial Analyst - Senior	$86.23	$82.55

	Contractor Site	Customer Site
Financial Specialist - Senior	$106.34	$102.67
General Support Clerk	$29.03	$25.21
Graphic Designer	$61.82	$58.14
Hardware Planning Manager	$88.72	$82.37
Help Desk Coordinator	$48.21	$44.53
Help Desk Coordinator - Associate	$44.38	$40.71
Info Systems Auditor - Adv	$74.26	$70.59
Information Analyst	$71.08	$67.40
Information Associate	$57.41	$53.73
Information Specialist	$88.21	$84.54
Information Specialist - Senior	$105.72	$102.05
Infrastructure Analyst	$77.80	$74.13
Infrastructure Associate	$60.18	$56.51
Infrastructure Specialist	$92.84	$89.17
Infrastructure Specialist - Senior	$109.73	$106.06
Managing Consultant	$127.40	$123.73
Network Operations Supervisor	$86.99	$81.26
Network Operations Manager	$106.74	$100.39
Network Services Technician	$56.40	$52.73
Network Services Technician - Senior	$62.41	$58.75
Product Support Specialist	$62.44	$58.77
Program Manager - Senior	$132.66	$126.32
Project Manager - Senior/Program Manager	$118.05	$111.71
Project Analyst	$61.57	$57.89
Project Analyst - Advanced	$83.30	$79.63
Project Analyst - Senior	$96.05	$92.38
Project Manager - Advanced	$107.01	$100.66
Quality Assurance Analyst	$69.40	$65.73
Quality Assurance Manager	$94.78	$88.43
Quality Assurance Specialist - Senior	$87.14	$83.46
Quality Assurance Specialist	$78.35	$74.67
Research Analyst	$69.10	$65.43
Security Specialist	$85.24	$81.57
Specialized Support Clerk I	$33.25	$29.42
Specialized Support Clerk II	$37.52	$33.70
Strategic Program Manager	$158.12	$151.77
Systems Administrator	$66.19	$62.52
Systems Administrator - Advanced	$84.71	$81.03
Systems Administrator - Senior	$100.23	$96.54
Systems Architect/Staff Engineer	$122.30	$118.63
Technical Writing Specialist	$71.05	$67.38
Technical Delivery Organizational Manager	$129.87	$123.52
Technical Delivery Strategic Manager	$141.30	$134.96
Technical Delivery Team Manager	$106.09	$99.75
Telecommunications Analyst	$63.42	$59.74
Telecommunications Analyst - Advanced	$79.55	$75.87
Telecommunications Analyst - Senior	$96.50	$92.83
Telecommunications Technician	$49.48	$45.83
ICE Administrative Assistant I	$67.04	$63.37
ICE Business Planning Consultant	$136.05	$132.37
ICE Business Services Analyst - Advanced	$76.28	$72.60
ICE Business Services Analyst - Senior	$110.46	$106.79
ICE Consultant	$113.74	$110.07
ICE Consultant - Senior	$179.16	$175.48
ICE Consultant Specialist	$149.88	$146.21

	Contractor Site	Customer Site
ICE Finance Manager	$127.22	$120.85
ICE Financial Analyst	$64.40	$60.72
ICE Financial Analyst - Advanced	$89.94	$86.26
ICE Financial Specialist - Senior	$98.83	$95.16
ICE Graphics Designer	$74.07	$70.38
ICE Information Analyst	$105.48	$101.82
ICE Information Specialist	$116.35	$112.67
ICE Information Specialist - Senior	$129.23	$125.56
ICE Program Manager - Senior	$152.53	$146.19
ICE Project Manager - Advanced	$124.52	$118.18
ICE Project Manager - Senior	$136.49	$130.14
ICE Systems Architect/Staff Engineer	$151.47	$147.80
ICE System Administrator - Advanced	$77.37	$73.70
ICE System Administrator - Senior	$103.01	$99.33
ICE System Administrator	$56.91	$53.23
ICE Telecommunications Analyst 1	$87.24	$83.57
ICE Telecommunications Analyst 2	$95.74	$92.07

Year 9 (April 1, 2007 – March 31, 2008)

	Contractor Site	Customer Site
Account Manager	$145.02	$138.45
Account Operations Manager	$96.05	$89.50
Administrative Assistant I	$50.22	$44.15
Administrative Assistant II	$60.61	$54.52
Auditor - Quality Assurance	$66.10	$62.31
Business Planning Manager	$122.08	$115.53
Business Planning Specialist	$91.81	$88.01
Business Relations Manager I	$89.75	$83.21
Business Relations Manager II	$106.56	$100.00
Business Services Analyst	$54.56	$50.75
Business Services Analyst - Advanced	$74.21	$70.42
Business Services Analyst - Senior	$92.59	$88.79
Business Support Manager	$89.59	$83.01
Communications Engineer	$73.68	$69.88
Communications Engineer - Advanced	$93.26	$89.44
Communications Engineer - Senior	$103.24	$99.44
Communications Manager I	$108.18	$101.61
Communications Manager II	$118.23	$111.65
Computer Operator	$45.33	$41.54
Computer Operator - Senior	$55.02	$51.22
Consultant - Senior	$114.57	$110.77
Consultant Architect	$134.54	$130.73
Consultant - Associate	$62.06	$58.26
Consultant Specialist	$102.37	$98.55
Data Analyst	$62.51	$58.71
Data Base Administrator	$96.47	$92.67
Distributed Systems Tech	$62.43	$58.63
Data Processing Installation Manager	$126.30	$119.75
Enterprise Architect/Staff Engineer - Senior	$148.51	$144.70
Enterprise Consultant	$156.32	$152.53
Field Service Technician	$57.19	$53.39
Financial Analyst	$59.95	$56.17
Financial Analyst - Advanced	$70.83	$67.02
Financial Analyst - Senior	$89.16	$85.36

26

	Contractor Site	Customer Site
Financial Specialist - Senior	$109.96	$106.16
General Support Clerk	$30.02	$26.07
Graphic Designer	$63.92	$60.12
Hardware Planning Manager	$91.74	$85.17
Help Desk Coordinator	$49.85	$46.04
Help Desk Coordinator - Associate	$45.89	$42.09
Info Systems Auditor - Adv	$76.78	$72.99
Information Analyst	$73.50	$69.69
Information Associate	$59.36	$55.56
Information Specialist	$91.21	$87.41
Information Specialist - Senior	$109.31	$105.52
Infrastructure Analyst	$80.45	$76.65
Infrastructure Associate	$62.23	$58.43
Infrastructure Specialist	$96.00	$92.20
Infrastructure Specialist - Senior	$113.46	$109.67
Managing Consultant	$131.73	$127.94
Network Operations Supervisor	$89.95	$84.02
Network Operations Manager	$110.37	$103.80
Network Services Technician	$58.32	$54.52
Network Services Technician - Senior	$64.53	$60.75
Product Support Specialist	$64.56	$60.77
Program Manager - Senior	$137.17	$130.61
Project Manager - Senior/Program Manager	$122.06	$115.51
Project Analyst	$63.66	$59.86
Project Analyst - Advanced	$86.13	$82.34
Project Analyst - Senior	$99.32	$95.52
Project Manager - Advanced	$110.65	$104.08
Quality Assurance Analyst	$71.76	$67.96
Quality Assurance Manager	$98.00	$91.44
Quality Assurance Specialist - Senior	$90.10	$86.30
Quality Assurance Specialist	$81.01	$77.21
Research Analyst	$71.45	$67.65
Security Specialist	$88.14	$84.34
Specialized Support Clerk I	$34.38	$30.42
Specialized Support Clerk II	$38.80	$34.85
Strategic Program Manager	$163.50	$156.93
Systems Administrator	$68.44	$64.65
Systems Administrator - Advanced	$87.59	$83.79
Systems Administrator - Senior	$103.64	$99.82
Systems Architect/Staff Engineer	$126.46	$122.66
Technical Writing Specialist	$73.47	$69.67
Technical Delivery Organizational Manager	$134.29	$127.72
Technical Delivery Strategic Manager	$146.10	$139.55
Technical Delivery Team Manager	$109.70	$103.14
Telecommunications Analyst	$65.58	$61.77
Telecommunications Analyst - Advanced	$82.25	$78.45
Telecommunications Analyst - Senior	$99.78	$95.99
Telecommunications Technician	$51.16	$47.39
ICE Administrative Assistant I	$69.32	$65.52
ICE Business Planning Consultant	$140.68	$136.87
ICE Business Services Analyst - Advanced	$78.87	$75.07
ICE Business Services Analyst - Senior	$114.22	$110.42
ICE Consultant	$117.61	$113.81
ICE Consultant - Senior	$185.25	$181.45
ICE Consultant Specialist	$154.98	$151.18

	Contractor Site	Customer Site
ICE Finance Manager	$131.55	$124.96
ICE Financial Analyst	$66.59	$62.78
ICE Financial Analyst - Advanced	$93.00	$89.19
ICE Financial Specialist - Senior	$102.19	$98.40
ICE Graphics Designer	$76.59	$72.77
ICE Information Analyst	$109.07	$105.28
ICE Information Specialist	$120.31	$116.50
ICE Information Specialist - Senior	$133.62	$129.83
ICE Program Manager - Senior	$157.72	$151.16
ICE Project Manager - Advanced	$128.75	$122.20
ICE Project Manager - Senior	$141.13	$134.56
ICE Systems Architect/Staff Engineer	$156.62	$152.83
ICE System Administrator - Advanced	$80.00	$76.21
ICE System Administrator - Senior	$106.51	$102.71
ICE System Administrator	$58.84	$55.04
ICE Telecommunications Analyst 1	$90.21	$86.41
ICE Telecommunications Analyst 2	$99.00	$95.20

Year 10 (April 1, 2008 – September 26, 2011)

	Contractor Site	Customer Site
Account Manager	$149.95	$143.16
Account Operations Manager	$99.32	$92.54
Administrative Assistant I	$51.93	$45.65
Administrative Assistant II	$62.67	$56.37
Auditor - Quality Assurance	$68.35	$64.43
Business Planning Manager	$126.23	$119.46
Business Planning Specialist	$94.93	$91.00
Business Relations Manager I	$92.80	$86.04
Business Relations Manager II	$110.18	$103.40
Business Services Analyst	$56.42	$52.48
Business Services Analyst - Advanced	$76.73	$72.81
Business Services Analyst - Senior	$95.74	$91.81
Business Support Manager	$92.64	$85.83
Communications Engineer	$76.19	$72.26
Communications Engineer - Advanced	$96.43	$92.48
Communications Engineer - Senior	$106.75	$102.82
Communications Manager I	$111.86	$105.06
Communications Manager II	$122.25	$115.45
Computer Operator	$46.87	$42.95
Computer Operator - Senior	$56.89	$52.96
Consultant - Senior	$118.47	$114.54
Consultant Architect	$139.11	$135.17
Consultant - Associate	$64.17	$60.24
Consultant Specialist	$105.85	$101.90
Data Analyst	$64.64	$60.71
Data Base Administrator	$99.75	$95.82
Distributed Systems Tech	$64.55	$60.62
Data Processing Installation Manager	$130.59	$123.82
Enterprise Architect/Staff Engineer - Senior	$153.56	$149.62
Enterprise Consultant	$161.63	$157.72
Field Service Technician	$59.13	$55.21
Financial Analyst	$61.99	$58.08
Financial Analyst - Advanced	$73.24	$69.30
Financial Analyst - Senior	$92.19	$88.26

	Contractor Site	Customer Site
Financial Specialist - Senior	$113.70	$109.77
General Support Clerk	$31.04	$26.96
Graphic Designer	$66.09	$62.16
Hardware Planning Manager	$94.86	$88.07
Help Desk Coordinator	$51.54	$47.61
Help Desk Coordinator - Associate	$47.45	$43.52
Info Systems Auditor - Adv	$79.39	$75.47
Information Analyst	$76.00	$72.06
Information Associate	$61.38	$57.45
Information Specialist	$94.31	$90.38
Information Specialist - Senior	$113.03	$109.11
Infrastructure Analyst	$83.19	$79.26
Infrastructure Associate	$64.35	$60.42
Infrastructure Specialist	$99.26	$95.33
Infrastructure Specialist - Senior	$117.32	$113.40
Managing Consultant	$136.21	$132.29
Network Operations Supervisor	$93.01	$86.88
Network Operations Manager	$114.12	$107.33
Network Services Technician	$60.30	$56.37
Network Services Technician - Senior	$66.72	$62.82
Product Support Specialist	$66.76	$62.84
Program Manager - Senior	$141.83	$135.05
Project Manager - Senior/Program Manager	$126.21	$119.44
Project Analyst	$65.82	$61.90
Project Analyst - Advanced	$89.06	$85.14
Project Analyst - Senior	$102.70	$98.77
Project Manager - Advanced	$114.41	$107.62
Quality Assurance Analyst	$74.20	$70.27
Quality Assurance Manager	$101.33	$94.55
Quality Assurance Specialist - Senior	$93.16	$89.23
Quality Assurance Specialist	$83.76	$79.84
Research Analyst	$73.88	$69.95
Security Specialist	$91.14	$87.21
Specialized Support Clerk I	$35.55	$31.45
Specialized Support Clerk II	$40.12	$36.03
Strategic Program Manager	$169.06	$162.27
Systems Administrator	$70.77	$66.85
Systems Administrator - Advanced	$90.57	$86.64
Systems Administrator - Senior	$107.16	$103.21
Systems Architect/Staff Engineer	$130.76	$126.83
Technical Writing Specialist	$75.97	$72.04
Technical Delivery Organizational Manager	$138.86	$132.06
Technical Delivery Strategic Manager	$151.07	$144.29
Technical Delivery Team Manager	$113.43	$106.65
Telecommunications Analyst	$67.81	$63.87
Telecommunications Analyst - Advanced	$85.05	$81.12
Telecommunications Analyst - Senior	$103.17	$99.25
Telecommunications Technician	$52.90	$49.00
ICE Administrative Assistant I	$71.68	$67.75
ICE Business Planning Consultant	$145.46	$141.52
ICE Business Services Analyst - Advanced	$81.55	$77.62
ICE Business Services Analyst - Senior	$118.10	$114.17
ICE Consultant	$121.61	$117.68
ICE Consultant - Senior	$191.55	$187.62
ICE Consultant Specialist	$160.25	$156.32

	Contractor Site	Customer Site
ICE Finance Manager	$136.02	$129.21
ICE Financial Analyst	$68.85	$64.91
ICE Financial Analyst - Advanced	$96.16	$92.22
ICE Financial Specialist - Senior	$105.66	$101.75
ICE Graphics Designer	$79.19	$75.24
ICE Information Analyst	$112.78	$108.86
ICE Information Specialist	$124.40	$120.46
ICE Information Specialist - Senior	$138.16	$134.24
ICE Program Manager - Senior	$163.08	$156.30
ICE Project Manager - Advanced	$133.13	$126.35
ICE Project Manager - Senior	$145.93	$139.14
ICE Systems Architect/Staff Engineer	$161.95	$158.03
ICE System Administrator - Advanced	$82.72	$78.80
ICE System Administrator - Senior	$110.13	$106.20
ICE System Administrator	$60.84	$56.91
ICE Telecommunications Analyst 1	$93.28	$89.35
ICE Telecommunications Analyst 2	$102.37	$98.44

HP Enterprise Services, LLC
GSA Schedule Contract
Labor Category Descriptions SIN 132-51

Account Manager

Plans and directs contract value delivery for an HP Enterprise Services (HP ES) customer. Plans and oversees the delivery of contracted services according to contract terms, as well as the customer's satisfaction with those services. Establishes and sustains business relationships between HP ES and the customer's management team. Leads the account team in identifying and delivering value to the customer. Manages and coordinates resources, satisfying contract terms and securing customer satisfaction. Responsible for revenue, growth, productivity and profit of the contract. Accountable for the contribution of the contract to HP ES' financial and business performance. Expands the range of services HP ES offers the customer, increasing the depth and breadth of HP ES service offerings employed in the customer's functional operation. Advises the customer on contract's technology strategy including architecture, integration, selection and operation with the goal of improving the success of the customer's business operation. Represents HP ES with authority to deliver on HP ES commitments.

Account Operations Manager

Responsible for assisting the account manager by planning, directing, and coordinating the total operations of the account. Monitors daily operations to ensure contract requirements are met. Keeps abreast of major situations affecting service to the customer and ensures all aspects of customer satisfaction. Responsible for short-term and long-term planning as well as P&L and operating budget preparation. Usually performs these responsibilities at an HP ES account that has multiple locations.

Administrative Assistant I

Under general direction, responsible for providing analytical and specialized administrative support functions. Interacts with outside departments to resolve problems of a confidential nature such as compensation, benefits, and financial reporting. Coordinates projects by analyzing project, determining approach, compiling/analyzing data and preparing report/recommendation using PC skills, knowledge of administrative systems, and understanding of policies and procedures. Plans and coordinates meetings, conferences, and employee functions.

Administrative Assistant II

Under minimal direction, responsible for providing analytical and specialized administrative support functions. Interacts with outside departments to resolve problems of a confidential nature such as compensation, benefits, and financial reporting. Coordinates special projects by analyzing project, determining approach, compiling/analyzing data and preparing report/recommendation using PC skills, knowledge of administrative systems, and understanding of policies and procedures. Determines administrative procedures and methods and work priorities. Plans and coordinates meetings, conferences, and employee functions. May direct and coordinate work of other administrative personnel.

Auditor - Quality Assurance

Under general direction, audits and tests applications performance against specifications to ensure program integrity. Analyzes program specifications to determine expected results. Develops test data and test plans and maintains test files. Tests new and enhanced application programs and documents results. Identifies and researches applications deficiencies. Interfaces with systems engineers to coordinate corrective action. Performs final testing to determine impact of specific changes on the overall system.

Provides industry training to systems engineers to ensure development of appropriate application programs.

Business Services Analyst

Under general direction, formulates and defines systems scope and objectives using information technology and industry knowledge/requirements. Acts as a liaison between customer and technical solutions/support groups to identify business processes, systems, and product requirements. Researches, identifies and develops solutions to problems. Analyzes business and user needs, and documents customer specifications. Supports aspects of the business cycle including proposals, feasibility studies, and implementations. Considers the business implications of the application of technology to the current business environment.

Business Services Analyst - Advanced

Under minimal direction, formulates and defines systems scope and objectives based on both user needs and a good understanding of information technology, business processes, and industry requirements. Applies extensive knowledge of the customer's business and industry to develop project specifications. Analyzes business and user needs, documents requirements and translates into proper system requirements specifications. Advises on methods to improve business processes. Coordinates and participates in proposals, feasibility studies, implementations, and new business development. Considers the business implications of the application of technology to the current and future business environment. May lead the training of customers and peers.

Business Services Analyst - Senior

Through self-directed activities, influences the strategic direction of the customer and HP ES. Applies industry specific expertise to recommend and coordinate the development, enhancement, and maintenance of a customer's business systems, processes, and products. Combines industry expertise with information technology to develop innovative business solutions. Leads teams on large projects, studies, and implementations. Leads business studies and presents study results to HP ES and customer senior management. Leverages industry knowledge and customer relationships. Promotes and directs process improvement activities and training of peers and customers.

Business Planning Manager

Responsible for assisting corporate or customer business units in planning, directing, and coordinating the development of strategic or tactical business plans. Directs subordinate managers or employees in identifying and analyzing systems, product, or operational alternatives. Presents planning alternatives to management or customers and participates in the decision making process. Supports plans by identifying resources, communicating objectives, implementing plans, monitoring plan adherence or reviewing results.

Business Planning Specialist

Under minimal direction, responsible for supporting the strategic planning process of a corporate or customer business unit. Interfaces with HP ES or customer management on strategic business objectives and planning needs. Facilitates the development of system, product, or operational plans by researching and documenting alternatives. Evaluates alternatives to determine whether corporate or customer business unit objectives will be met. Presents findings to management or customers. Interviews competitors or industry experts to determine trends. Supports management efforts to communicate, implement or review the effectiveness of strategic plans.

Business Relations Manager I

Plans, directs, and coordinates small, short term or simple business relations activities to develop user requirements and implement business systems that meet customer needs. Ensures that business solutions are achieved and are consistent with department objectives, customer requirements and corporate goals. Advises staff on priorities, technical problems and administrative policies and procedures. Reviews and evaluates the definition, analysis and testing of business systems. Reviews tasks and project status to ensure accurate, timely and cost-effective completion. Provides guidance and support in the decision process between customer and internal support groups.

Business Relations Manager II

Plans, directs, and coordinates business relations activities to develop user requirements and implement business systems that meet customer needs. Ensures that business solutions are achieved and are consistent with department objectives, customer requirements and corporate goals. Advises staff on priorities, technical problems and administrative policies and procedures. Reviews and evaluates the definition, analysis and testing of business systems. Reviews tasks and project status to ensure accurate, timely and cost-effective completion. Provides guidance and support in the decision process between customer and internal support groups.

Business Support Manager

Plans, directs and coordinates the daily interface of an account with the activities of an IPC. Establishes computer operation priorities, recommends standard policies and enhances procedures for providing routine and quality service. Functions as a business and technical consultant on cost management, workload trending analysis and product planning and development for account served. Maintains contact with user groups, management services and data processing services to balance the needs and obtain the best results for the account and IPC. Provides technical operation support on all account related proposals. Functions as a key member in final decisions made in the technical arena that may impact the account served or the corporation.

Communications Engineer

Under general direction, responsible for planning, investigating, designing, and implementing physical and logical communications networks that impact individual sites. Works with the HP ES team, end customer and vendors to analyze needs and provide solutions for the customer's voice data, and image communications requirements. Prepares work prints and schematics to define and illustrate network designs and solutions. Designs circuit paths and transmission logic for the transmission of voice and data within a single network environment. Projects and evaluates network usage to recommend media solutions for the transport and receipt of voice, data, and image communications. Contributes to studies by providing costing models, reports, and technical solutions. Recommends and configures hardware and software solutions for individual site changes and additions. Assists in the planning, design, and implementation of network management systems to monitor, diagnose, control, and measure performance of communications networks that impact individual sites. Uses and supports network administrative systems to ensure accurate network inventory and timely implementations.

Communications Engineer – Advanced

Under minimal direction, responsible for planning, investigating, designing, and implementing physical and logical communication networks impacting multiple sites. Works with the HP ES team, end customer, and vendors to define, analyze, and provide solutions for the customer's voice, data, and image communications requirements. Provides research and recommendations for the incorporation of current regulatory climates, trends, and issues in communications projects. Prepares work-prints and schematics to define and illustrate multiple-site network designs and solutions. Applies digital encoding formats, line

codes, and timing techniques to design circuit paths and transmission logic for the transmission of voice data and images within a multiple network environment. Uses design tools to evaluate projected network usage and produce media, technical, and cost solutions for multiple-site networks. Participates in marketing proposals and studies by providing costing models, reports, and technical solutions for multiple-site network projects. Selects and configures hardware and software for multiple-site networks. Plans, designs, and implements network management systems to monitor, diagnose, control, and measure performance of communications networks that impact multiple sites. Uses and recommends changes to network administrative systems to ensure accurate network inventory and timely implementation.

Communications Engineer - Senior

Under broad direction, provides technical leadership in the planning, investigation, design, and implementation of physical and logical communication solutions having network-wide impact. Provides solutions that incorporate integration of digital encoding formats, line codes, and timing concepts across engineering disciplines and environments. Influences HP ES team members, the end customer, and vendors to define, analyze, and provide solutions for the customer's voice, data, and image communications requirements. Prepares complex work prints and schematics to define and illustrate entire network structures and solutions. Identifies and recommends new design tools for use in communications projects. Evaluates projected corporate network usage and provides and implements media solutions. Participates in and influences studies by providing costing models, reports, and technical solutions for network-wide projects. Identifies product modifications and influences vendors to incorporate these changes into their products. Plans, designs, and implements network management systems to monitor, diagnose, control, and measure performance of multiple communication networks. Identifies, analyzes, and recommends new network administrative systems for entire networks to ensure accurate network inventory and timely implementation.

Communications Manager I

Plans, directs, and coordinates the design, installation and maintenance of small or simple communications networks. Ensures quality of voice, data, and video/audio systems operations. Monitors project status and ensures the timeliness and quality of results. Participates in the planning and marketing of products, equipment, and services. Advises staff on new industry of product issues, technical problems, priorities, and methods. Ensures customer satisfaction by directing the resolution or circumvention of hardware, software, and/or circuit problems and by ensuring design utilization of the network to provide cost effective performance. Develops new policies and procedures and ensures adherence to safety standards.

Communications Manager II

Plans, directs, and coordinates the design, installation and maintenance of communications networks. Ensures quality of voice, data, and video/audio systems operations. Monitors project status and ensures the timeliness and quality of results. Participates in the planning and marketing of products, equipment, and services. Advises staff on new industry of product issues, technical problems, priorities, and methods. Ensures customer satisfaction by directing the resolution or circumvention of hardware, software, and/or circuit problems and by ensuring design utilization of the network to provide cost effective performance. Develops new policies and procedures and ensures adherence to safety standards.

Computer Operator

Under direct supervision, responsible for monitoring, controlling and/or setting-up computer resources in accordance with established procedures within a processing site. Monitors performance of networks effectively utilizing software tools. May perform network emergency corrective and preventive

maintenance. Ensures timeliness and quality of product/service being delivered. May solve technical and/or customer problems within scope of defined standards. Interfaces with necessary customers and/or business support groups and escalates issues to appropriate support groups. Creates and maintains documentation.

Computer Operator - Senior

Under general supervision, functions as a computer operator and has performed the duties and aspects of three or more operations disciplines. Operations disciplines include scheduling/production control, resource/systems management, interactive operations, network operations, operations assistance center, etc. Scheduling/production control is responsible for production cycle set-up and maintenance. Monitors and processes production cycles within pre-determined deadlines. Documents and resolves processing problems. Resource/systems management duties include using appropriate tools in monitoring and controlling system performance. Diagnoses and documents hardware problems and coordinates problem resolution with vendors and support groups. Performs systems IPLS and executes scheduled maintenance and changes. Interactive operations supports, monitors, and reports on on-line application systems and availability. Responsible for bringing inter-active regions up/down at scheduled times, opening and closing files, customer interaction, problem determination, status and escalation. Network operations maintains maximum network availability by monitoring and controlling network resources. Diagnoses logical problems affecting network performance. Responsible for performing supportive actions such as starting/ stopping lines and varying terminals, customer interaction, initial problem resolution and vendor interaction. Operations assistance center responsibilities include first level problem resolution, customer interaction, initial point of entry into site for problems and information. Documents problem calls and escalates problems to appropriate support group. May provide guidance to less experienced operators and handle project coordination.

Consultant Architect

Under broad direction, advises on or leads the design and development of a highly specialized solution. These solutions may cover but are not limited to information security, privacy, and information assurance scope. Applies expert business skills and methodologies to deliver complex solutions to the client. Advises managing consultants on technical issues. Develops and delivers presentations to project team and client leadership. Provides thought leadership in the development of new services offerings. Contributes to the creation of intellectual capital for the service offering or service line. Acts as a leading authority on at least one service offering and displays a deep working knowledge of others. Exhibits a broad knowledge of all practices.

Consultant - Associate

Under general direction, assists in developing and implementing solutions to meet the client's needs. Provides research and data analysis support on projects. Documents and summarizes research results. Gains experience and knowledge of HP ES, a service offering and the related tools and methodologies. May contribute to the development of service offerings and provide business support.

Consultant - Senior

Under broad direction, acts as a technical or project lead. Leads the design, development and implementation of solutions to meet the client's needs. Oversees project teams and their day-to-day activities. Applies strong business skills and methodologies to interpret data and deliver solutions to clients. Exhibits a deep understanding of a service line and a broad knowledge of all service offerings within a practice area. Develops and delivers informal presentations to project team and client

management. Identifies and assists with the development if service offerings. Applies knowledge of and experience in multiple specializations.

Consultant Specialist

Under minimal direction, designs, develops and implements specialized solutions to meet the client's needs. Analyzes data and recommends solutions as a specialized member of the project team. Assists in planning a phase of the project and delivering the results to the client. Develops and assists in making informal presentations to client teams. Assists with the development of service offerings. Applies knowledge in area of specialization and is acquiring experience in related specializations.

Data Analyst

Under general direction, verifies and maintains accurate data in the master and control files of a data base in a user environment. Identifies, researches and analyzes data errors or inconsistencies within a data base system. Determines appropriate corrective actions. May discuss problems and solutions with data base users. Updates master and control files as needed. Generates and reviews system reports. Responds to requests for reports or information. Maintains documentation on system files and reports. May recommend data base improvements or coordinate system modifications with the appropriate personnel.

Data Base Administrator

Under minimal direction, responsible for the design and integrity of data base structures in a multi-user environment. Develops and enforces data base standards and procedures. Analyzes data and process requirements. Leads or participates in logical and physical data base design. Reviews system and programming designs to ensure efficient use of data base resources. Maintains control programs required for accessing a data base. Interfaces with operations data base support group on production problems and data base management issues. Monitors data base performance statistics and recommends improvements. Advises systems engineers and updates management on data base concepts and techniques. Researches new data base technologies.

Data Processing Installation Manager

Plans, directs, and coordinates all activities of a data processing installation. Ensures that proper relationships are established between customers, partners, and vendors to facilitate the delivery of low cost, world-class information technology services. Serves as the catalyst for continuous improvement initiatives by maintaining an environment that encourages employee empowerment, teamwork, accountability, and process orientation. Ensures that required security and recoverability of customer information resources standards are met. Keeps abreast of market and industry direction through regular interaction with management and business units.

Distributed Systems Technician

Under direct supervision, monitors and responds to technical control facility hardware and software problems utilizing hardware and software testing, tools and techniques. Interfaces with vendor support service groups to ensure proper escalation during outages or periods of degraded system performance. Assists with installation of terminals and associated hardware. May provide LAN server support. Applies basic knowledge of PC/LAN communications hardware/software in a multi-protocol environment, and network management software.

Enterprise Architect/Staff Engineer - Senior

Acts independently to provide business and/or technical information technology consulting support to HP ES strategic units and customer enterprises. Works with executives in HP ES and customer organization to formulate enterprise-wide business and/or technical information technology product and/or service strategies. Develops and applies state-of-the-art consulting methodologies, business models and organizational behavior models to conceptualize methods to apply business and/or technical information technology products and services as strategic assets. Applies extensive industry and enterprise knowledge to identify and recommend integrated solutions, products and services to support the enterprise's accomplishments of business goals or technical needs. Provides recommendations and guidance in the design, development, implementation and management of products and solutions. Researches and recommends HP ES' and the SU's position and new emerging technologies, techniques and tools. Assists with the application of emerging technologies to current HP ES and customer environments. Conceptualizes and proposes new and add-on opportunities for the customer and HP ES. Supports and participates in the conceptualization and development of HP ES' technology policy, methodologies, models, techniques and strategies. Develops and delivers executive presentations to customers and HP ES management. Transfers knowledge to others and serves as a mentor/coach for selected specialty areas.

Enterprise Consultant

Acts independently and advises on or manages the solution development for large, complex engagements. Demonstrates expertise in integrating multiple diverse processes and systems within a single engagement. Understands customer requirements and advise product team on highly specialized, complex solution architecture and implementation. Advises managing consultants on complex, technical issues or leads a complex portion of projects. Delivers presentations to executive levels of HP ES and client organization. Contributes to creation of intellectual capital for the service line or practice. Provides thought leadership on the development of new offerings. Acts as a leading authority on multiple service offerings and displays a deep knowledge of all practices.

Field Service Technician

Under direct supervision, performs onsite installation and preventative maintenance of equipment/electronic devices. Performs diagnostics and analysis on equipment/electronic devices. Performs periodic and corrective maintenance on installed equipment and responds to service calls based on priority. Modifies or updates equipment when necessary. Ensures proper inventory of equipment, parts and materials. Maintains records and paperwork. Interacts with customer to ensure satisfaction. May develop schedules and provide technical assistance on the repair of equipment/electronic devices.

Financial Analyst

Under general direction, performs financial analysis using standard procedures in support of SU objectives. Interprets and implements financial concepts for financial planning and control. Follows standard practices and procedures to prepare forecasts, budgets, operating statistics and financial analysis for business proposals; analyzes financial results, trends, and variances. Recognizes and solves business problems through financial analysis, such as lease-versus-purchase analysis, capital appropriations analysis, or discounted cash flow analysis. Provides input to business decisions by calculating rates of return and depreciation and researching capital appropriations requirements, investment opportunities, investment performance, due diligence, and governmental requirements. Prepares reports on findings and makes recommendations to financial management. Uses standard financial models, HP ES financial systems, and PC software to complete tasks and automate work.

Financial Analyst - Advanced

Under general direction, performs complex financial analysis in support of SU objectives. Develops, interprets and implements financial concepts for financial planning and control. Determines methods and tools used to prepare forecasts, budgets, operating statistics and financial analysis for business proposals: Leads analysis of financial results, trends, and variances. Recognizes and solves complex business problems through financial analysis, such as lease-versus-purchase analysis, capital appropriations analysis, or discounted cash flow analysis. Provides financial expertise for business decisions by analyzing rates of return, depreciation, capital appropriations requirements, investment opportunities, investment performance, due diligence, and governmental requirements. Prepares reports on findings and makes recommendations to financial, SU, or customer management. Uses advanced and modified financial models, HP ES financial systems, and PC software to complete tasks and automate work.

Financial Analyst - Senior

Under minimal direction, performs complex financial analysis in support of SU and corporate objectives. Leads development, interpretation and implementation of financial concepts for financial planning and control. reviews and analyzes the effects of current financial practices, policies, and procedures on the strategic unit's financial position. Recommends changes in financial analysis methodology to streamline project activities and improve productivity. Leads preparation of forecasts, budgets, operating statistics and financial analysis for business proposals, determining methods and timelines. Recognizes and solves complex business problems through financial analysis, such as lease-versus-purchase analysis, capital appropriations analysis, or discounted cash flow analysis. Provides comprehensive financial expertise for business decisions by analyzing rates of return, depreciation, capital appropriations requirements, investment opportunities, investment performance, due diligence, and governmental requirements. Performs financial and statistical analysis for special projects such as acquisitions and joint ventures. Uses and creates advanced financial models; uses HP ES financial systems and PC software to complete tasks and automate work.

Financial Specialist - Senior

Under broad direction influences current financial practices, policies and procedures. Determines changes in methodology for financial analysis to streamline project activities and improve productivity. Directs preparation of forecasts, budgets, operating statistics, and financial analysis for business proposals, determining methods and time lines. Recognizes and solves extremely complex business problems through financial analyses. Provides extensive financial expertise for business decisions by analyzing rates of return, deprecation, capital appropriations requirements, investment opportunities, investment performance, due diligence, and governmental requirements. Leads financial and statistical analysis for special projects. Influences the design of financial models, HP ES financial systems and PC software for the corporation. Acts independently to determine methods and procedures on new assignments and may supervise the activities of lower level personnel.

General Support Clerk

Under direct supervision, performs routine office or clerical duties following established procedures. Verifies and proofreads records or documents. Sorts and files records, reports or documentation and retrieves information from files upon request. Makes copies and collates and staples documents. Types correspondence or reports utilizing typewriter, word processor or electronic mail. Addresses envelopes by machine or by hand. Sorts and distributes mail. Answers telephones and directs calls to destination or takes messages.

Graphic Designer

Under general direction, conceptualizes and executes designs for brochures, advertisements and specialty applications. Leads creative sessions with customer, writers and internal staff to determine project requirements. Develops creative concepts and communicates direction to the graphic artist to produce thumbnail sketches and comprehensive layouts. Prepares job estimates and production calendars. Produces camera ready boards, provides art direction during photo shoot and interfaces with photographer to select finished photographs. Interfaces with outside printer during the production process and reviews work for quality.

Hardware Planning Manager

Plans, directs and coordinates all activities of the computer hardware planning function, encompassing the planning, installation, and maintenance of hardware and peripheral equipment. Reviews and approves plans, including time and cost estimates and implementation schedules, to purchase new or relocate existing hardware. Ensures that hardware planning activities are coordinated with other internal support groups. Advises staff on administrative policies and procedures, technical problems, priorities, and methods. Meets regularly with outside vendors to review and discuss updates on new product lines. May review inventory to coordinate hardware replacement upon lease expiration.

Help Desk Coordinator Associate

Under direct supervision, provides customer assistance with routine inquiries and problems such as software, hardware and network operations. Responds to and diagnoses problems through discussions with users. Includes problem recognition, research, isolation, and resolution steps. Typically is able to resolve less complex problems immediately, while more complex problems are assigned to second level support, senior operator or supervisor. May involve use of problem management database and help desk systems.

Help Desk Coordinator

Under direct supervision, is responsible for ensuring timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. Requires experience and understanding of MIS environment. Is able to resolve less complex problems immediately, while more complex problems are escalated for resolution. Typically involves use of problem management database and help desk system. Escalates more complex problems to senior level. May provide guidance/training for less experience personnel.

Information Associate

Under general direction, constructs, tests, and implements portions of business and technical information technology solutions through application of appropriate software development life cycle methodology. Researches business environment and technical context. Defines scope, plans, and deliverables for assigned basic projects. Collects detailed user and information technology requirements. Works with others to analyze collected requirements, translate into business and technical information technology solutions, and to ensure that identified solutions meet customer needs and expectations. investigates and resolves problems on selected software products and standard systems. Learning to apply appropriate tools to analyze, identify, and resolve technical problems. Participates in standard business and information technology solution implementations, upgrades, enhancements, and conversions. Prepares system documentation. maintains security, integrity, and business continuity controls and documents. Gaining knowledge on emerging tools, techniques, and technologies.

Information Analyst

Under general direction, conceptualizes, designs, constructs, tests, and implements portions of business and technical information technology solutions through application of appropriate software development life cycle methodology. Interacts with the customer to gain an understanding of the business environment, technical context and organizational strategic direction. Defines scope, plans and deliverables for assigned projects. Collects, identifies, defines, and organizes detailed user and information technology requirements. Coordinates and collaborates with others in analyzing collected requirements to ensure plans and identified solutions meet customer needs and expectations. Confirms and prioritizes project plans and deliverables with the customer. Participates in business and technical information technology solution implementations, upgrades, enhancements, and conversions. Understands and uses appropriate tools to analyze, identify and resolve business and/or technical problems. Applies metrics to monitor performance and measure key project criteria. Prepares system documentation. Establishes and maintains security, integrity and business continuity controls and documents. Participates in special studies. Stays current on emerging tools, techniques, and technologies.

Information Specialist

Under general direction, applies specialized knowledge in a single discipline such as assembly/integration, cross-discipline functions, data engineering, industry expertise, knowledge engineering or legacy evolution. Applies specialization to conceptualize, design, construct, test and implement portions of business and technical information technology solutions through application of appropriate software development life cycle methodology. Interacts with the customer to gain an understanding of the business environment, technical context and organizational strategic direction. defines scope, plans and deliverables for assigned projects. Collects, identifies, defines and organizes detailed user and information technology requirements. Coordinates and collaborates with others in analyzing collected requirements to ensure plans and identified solutions meet customer needs and expectations. Confirms and prioritizes project plans and deliverables with the customer. participates in business and technical information technology solution implementations, upgrades, enhancement and conversions. Understands and uses appropriate tools to analyze, identify and resolve business and or technical problems. Applies metrics to monitor performance and measure key project criteria. Prepares system documentation. establishes and maintains security, integrity and business continuity controls and documents. Participates in special studies. Stays current on emerging tools, techniques and technologies. Assists information engineers on application of specialized knowledge to coding, testing, implementation and documentation projects.

Information Specialist - Senior

Under minimal direction, functions in advanced specialty disciplines such as but not limited to information security, privacy, and information assurance, assembly/integration, cross-discipline functions, data engineering, industry expertise, knowledge engineering, legacy evolution, or system infrastructure. Leads and coordinates the design, development, implementation and support of business and/or technical information technology solutions encompassing multiple specialization's, platforms and technologies. Defines project scope, plans and deliverables including cost projections and proposed implementation dates. Assists leadership in determining technical direction of the organization. Researches, analyzes, recommends and implements new technologies, standard processes, tools and techniques. creates portions of information technology plans based on an understanding of the customer's organizational strategic direction, technology context and business needs. Coaches and provides technical leadership to others on the application of new technologies, appropriate project management and system development methodologies. Provides technical support for marketing initiatives through participation in proposals and marketing studies. Reviews other system and programming designs to ensure selection of appropriate technology, efficient use of resources and integration of multiple systems and technologies.

Identifies, develops, updates and enforces standards and procedures. Monitors and ensures resolutions of performance issues. Interfaces with support groups and production problems, technical concerns and financial issues. Researches, evaluates and stays current on emerging tools, techniques and technologies.

Infrastructure Associate

Under general direction, designs, constructs, tests, implements, and optimizes portions of basic infrastructure systems that enable and support business and engineering/manufacturing functions. Researches technical environment and infrastructure needs. Defines scope, plans, and deliverables for assigned basic projects. collects detailed user and technical requirements. Works with others to analyze collected requirements, translate into infrastructure solutions, and to ensure that identified solutions meet customer needs and expectations. Learning to design, construct, test, and implement basic integrated network, hardware and software solutions, distributed computing solutions, and physical and logical communications networks for the customer and HP ES. Monitors performance to identify and help resolve system infrastructure problems. Investigates and resolves problems on selected software products and standard systems. Learning to apply appropriate tools to analyze, identify, and resolve technical problems. participates in standard infrastructure solution implementations, upgrades, enhancements, and conversions. Maintains security, integrity, and business continuity controls and documents. Gaining knowledge on emerging tools, techniques, and technologies.

Infrastructure Analyst

Under general direction, conceptualizes designs, constructs, tests, implements and optimizes basic infrastructure systems that enable and support business and/or engineering/manufacturing functions. Interacts with the customer and HP ES team to gain and understanding of the business environment, technical context and organizational strategic direction. Defines scope, plans and deliverables for assigned projects. Collects, identifies, defines and organizes detailed user requirements. coordinates and collaborates with others to ensure plans and identified solutions meet customer needs and expectations. Confirms and prioritizes project plans and deliverables with the customer. Conceptualizes, constructs, tests and implements integrated network, hardware and software solutions, distributed computing solutions, and/or physical and logical communications networks for the customer and HP ES. Assists in the creation of application program interfaces and/or network designs. Monitors performance and analyses statistics to identify and resolve system infrastructure problems. Analyzes performance problems and recommends solutions to enhance functionality, reliability and/or usability. Acts as a liaison between the customer, suppliers and other technical groups to resolve problems. Applies metrics to monitor performance and measure key project criteria. Prepares system infrastructure documentation. Establishes and maintains security, integrity and business continuity controls and documentation. Participates in special studies. Stays current on emerging tools, techniques and technologies.

Infrastructure Specialist

Under general direction, applies specialized knowledge in a systems infrastructure discipline to conceptualize, design, construct, test, implement and optimize infrastructure systems that enable and support business and/or engineering/manufacturing functions. Interacts with the customer and HP ES team to gain an understanding of the business environment, technical context and organizational strategic direction. Defines scope, plans and deliverables for assigned projects. Collects, identifies, defines and organizes detailed user and systems requirements. coordinates and collaborates with others to ensure plans and identified solutions meet customer needs and expectations. Confirms and prioritizes project plans and deliverables with the customer. Conceptualizes, constructs, tests and implements integrated network, hardware and software solutions, distributed computing solutions, and/or physical and logical communications networks for the customer and HP ES architects client/server solutions and environments.

Creates application program interfaces and/or network designs. Monitors performance and analyzes statistics to identify and resolve system infrastructure documentation. Establishes and maintains security, integrity and business continuity controls and documents. Participates in special system infrastructure projects.

Infrastructure Specialist - Senior

Under minimal direction, functions in multiple advanced specialty disciplines such as systems infrastructure, assembly/integration, cross-discipline functions, data engineering, industry expertise, knowledge engineering or legacy evolution. leads and coordinates the design, development, implementation support and optimization of infrastructure systems that enable and support business and/or engineering/manufacturing functions. Defines project scope, plans and deliverables including cost projections and proposed implementation dates. Assists leadership in determining technical direction of the organization. Researches, analyzes, recommends and implements new technologies, standards, processes, tools and techniques. Creates systems infrastructure portions of information/technology plans based on an understanding of the customer's organizational strategic direction, technical context and business needs. Conceptualizes, constructs, tests and implements integrated network, hardware and software solutions, distributed computing solutions, and/or physical and logical communications networks for the customer and HP ES architects client/server solutions and environments. Coaches and provides technical leadership to others on network designs, platform sizing, infrastructure system design and the application of new technologies and project management methodologies. Provide technical support for marketing initiatives through participation in proposals and marketing studies. Reviews other infrastructure system designs to select appropriate technology, ensure efficient use of resources and ensure integration of multiple systems and technologies. Identifies, develops, updates and enforces standards and procedures. Monitors and ensures resolution of performance issues. Interfaces with others on system infrastructure problems, technical concerns, and financial issues. Researches, evaluates and stays current on emerging tools, techniques and technologies.

Information Systems Auditor - Advanced

Under minimal direction, performs audits and reviews of computer equipment and software. Interprets complex audit findings to audit and account management. Identifies integrity exposures and internal control weaknesses in various operating systems, software, subsystems, exits, and interface routines and makes recommendations for corrective action to IPC and system support management. Determines appropriateness for information access and library control and escalates concerns to audit team management.

Managing Consultant

Under broad direction, manages day-to-day project activities. Leads project teams comprised of personnel from HP ES, client organization, and/or third-party supplier organizations. Applies strong business skills and methodologies to lead a team in the implementation of solutions to meet a client's needs. Manages the project by establishing the requirements, balancing the project budget, and delivering the results to the client. Ensures client satisfaction and overall quality of services delivered. Develops and delivers presentations to project teams and client management. Identifies sales growth opportunities and provides experiential knowledge during the development of cost models, risk management and solutions design. Provides market and client insight to assist in identifying new service offerings. Exhibits a deep knowledge of all service offerings within a practice area.

Network Operations Supervisor

Assigns, directs and checks the work of personnel responsible for locating and resolving network problems. Monitors network performance to ensure circuit quality and network uptime. Coordinates problem resolution or circumvention with support groups, customers and vendors. Assists users in defining network needs and advises on hardware requirements, configurations and limitations. Interfaces with user/vendor concerning upgrades, installs and downtime allocations. Monitors repair and routine maintenance of hardware. Evaluates and tests new products and services.

Network Operations Manager

Plans, directs and coordinates network operation and performance functions to ensure network availability and high quality transmissions. Responsible for personnel and activities involved in monitoring, isolating, resolving and circumventing network problems. Advises management and interfaces with customers concerning problems affecting network performance. Plans implementation of enhancements and upgrades to the network and the acquisition, installation and testing of network hardware and software. Manages resource usage to minimize costs and maximize network availability. Interfaces with users to define present network needs and plan for future requirements.

Network Services Technician

Under direct supervision, performs routine testing and analysis of all elements of the network facilities (including power, software, communications, machinery, lines, modems and terminals). Monitors and controls the performance and status of the network resources. Utilizes software and hardware tools, identifies and diagnoses problems and factors affecting network performance.

Network Services Technician - Senior

Under general supervision, performs the most complex testing and analysis of all elements of the network facilities (including power, software, communications devices, lines modems and terminals). Monitors and controls the performance and status of the network resources. Utilizes software and hardware tools, identifies, and diagnoses complex problems and factors affecting network performance. May assist with training of other technicians.

Product Support Specialist

Under general direction, provides field technical support to customers, including identifying and correcting equipment malfunctions that are unique or not previously encountered. Performs on-site installation check-out and emergency repairs normally involving a type of technically complex equipment rather than a large system that integrates several pieces of complex equipment. May instruct other technicians in problem diagnosis, trouble-shooting techniques, and repair procedures. Ensures dealer or customer satisfaction.

Project Manager - Advanced

Plans, directs, and co-ordinates the team's activities to manage and implement project and/or interrelated projects from contract/proposal initiation to final operational stage. Determines, monitors, and reviews all project economics to includes costs, operational budgets, staffing requirements, resources and risk. Leads the project team in determining client requirements and translating requirements into operational plans. Identifies and assembles the appropriate blend of resources to meet project needs and requirements; manages sub-contractors. Plans, schedules, monitors, and reports on activities related to the project. Develops project control and reporting procedures and manages changes in operational plan. Undertakes status review meetings among project team members and clients. Works with management on project

proposals, bids, contracts, estimates, and schedules. Coaches and advises team members to accomplish project goals, to meet established schedules, and resolve technical/operational issues. Proactively influences customers to apply project planning methodologies. Ensures adherence to legally binding requirements. Controls project requirements, scope, and change management issues. Establishes appropriate metrics for measuring key project criteria. Installs appropriate automated systems for management of projects. Develops, proposes, and negotiates project proposals, quotations, and add-ons to leadership and the client. Analyzes needs and recommends appropriate planning concepts and tools to be used for all facets of planning, scheduling, and tracking projects. Analyzes project progress/costs and facilitates the development of recommended alternatives. Integrates and uses project management methodologies. Creates communication plans, ensuring that appropriate information is exchanged among key stakeholders. Advises senior management on project management capability and risk. Maintains awareness on emerging technologies and project management techniques.

Project Manager –Senior / Program Manager

Plans, directs, and co-ordinates a cross-functional team's activities to manage and implement project and/or interrelated projects from contract/proposal initiation to final operational stage. Determines, monitors, and reviews all project/program economics to includes costs, operational budgets, staffing requirements, sub-contractors, resources and risk. Identifies and assembles the appropriate blend of resources to meet project/program needs and requirements; including sub-contractor selection. Plans, schedules, monitors, and reports on activities related to the project/program. Leads the project/program team(s) in determining client requirements and translating requirements into operational plans. Ensures adherence to legally binding requirements and client's long-term goals. Facilitates status review meetings among project team members and clients. Works with senior management on project/program proposals, bids, contracts, estimates, and schedules. Proposes and develops add-on program opportunities. Mentors and trains the customer and/or vendor in project management methods, procedures, and activities. Controls project/program requirements, scope, and change management issues. Coaches and counsels members of cross-functional teams to accomplish project/program goals, to meet established schedules, and resolve technical/operational issues. Establishes appropriate metrics for measuring key program criteria. Determines and installs appropriate automated systems for management of projects. Identifies and recommends contingency measures. Facilitates the creation of communication plans, ensuring that appropriate information is exchanged among key stakeholders. Advises senior management on project management capability and risk. Maintains awareness on emerging technologies and project/program management techniques.

Program Manager - Senior

Plans, directs, and co-ordinates a cross-functional team's activities to manage and implement project and/or interrelated programs from contract/proposal initiation to final operational stage. Proposes and develops add-on program opportunities. Leads matrixed teams to develop plans that model program commitments and timing. Leads the project/program team(s) in determining client requirements and translating requirements into operational plans. Determines, monitors, and reviews all project/program economics to includes costs, operational budgets, staffing requirements, resources and risk. Identifies and assembles the appropriate blend of resources to meet program needs and requirements; monitors and reports on activities related to the project/program. Meets with customers to review program scope/progress and resolve program issues. Controls project/program requirements, scope, and change management issues. Works with senior management on program proposals, bids, contracts, estimates, and schedules. Formulates contingency plans to address schedule revisions, risk, fund allocations, and work requirements. Ensures adherence to legally binding requirements and client's long-term strategic goals. Coaches and counsels members of cross-functional teams to accomplish project/program goals, to meet established schedules, and resolve technical/operational issues. Establishes appropriate metrics for

measuring key program criteria. Maintains awareness of emerging technologies and project/program management techniques.

Project Analyst

Under general supervision supports project planning, scheduling, monitoring, and reporting activities in a project/program office environment. Develops understanding of the analysis of project economics including costs, operational budgets, staffing requirements, resources, and risk. Develops ability to ensure adherence to legally binding requirements. Prepares project/program documentation including WBS and project plan; contributes to requirements, risk schedule, and change control. Develops understanding of the contract detail and develops the ability to determine whether work is in scope. Collates requested information for the client. Develops an understanding of the relationship with client's project/program office. Produces documents needed for changes to requirements. Develops the ability to estimate and communicate the impact of change requirements. Adheres to quality standards. Develops awareness of project management techniques.

Project Analyst – Advanced

Under general supervision lead project planning, scheduling, monitoring, and reporting activities in a project/program office environment. Analyzes and reports project economics including costs, operational budgets, staffing requirements, resources, and risk. Ensures adherence to legally binding requirements. Creates and controls project/program documentation including the WBS and the project plan; contributes to requirements, risk schedule, and change control. Develops understanding of the contract detail and determines whether work is in scope. Provides requested information to the client. Works closely with client's project/program office. Documents needs for changes to requirements. Develops the ability to estimate and communicate the impact of change requirements. Provides project management knowledge during marketing efforts. Assists in the training of project/program office and project team staff on application of procedures. Adheres to quality standards. Develops awareness on emerging technologies and project management techniques. Monitors sub-contractors.

Project Analyst – Senior

Under minimal direction, leads project planning, scheduling, monitoring, and reporting activities for small to medium projects. Facilitates needs assessment and the development of recommended project control solutions to be used for planning, scheduling and tracking projects through integration of various project management tools. Determines, monitors, and reviews all project economics to include costs, operational budgets, staffing requirements, resources, and risk. Contributes to project estimation process. Plans, schedules, monitors, and reports on activities related to the project, including sub-contractor monitoring. Integrates and uses specific industry methodologies (such as systems development, product development, and so forth). Ensures adherence to legally binding requirements. Controls project requirements, scope and change management issues. Establishes appropriate metrics for measuring key project criteria. Manages changes in operational plan. Assists in the training of the project team on application of procedures. Maintains awareness on emerging technologies and project management techniques. Develops project control and reporting procedures and manages changes in operational plan. Undertakes status review meetings among project team members and clients. Works with management on project proposals, bids, contracts, estimates, and schedules. Coaches and advises team members to accomplish project goals, to meet established schedules and resolve technical/operational issues.

Quality Assurance Analyst

Under general direction, performs quality reviews of departmental operations at department and individual levels to measure performance against contract regulation, program policy and procedure.

Reviews group and individual outputs on a scheduled and random basis to ensure proper procedures are followed. Identifies and researches inefficiencies or inaccuracies in departmental methods and procedures. Proposes and implements procedural/systems solutions to meet needs and improve overall performance. Determines related training needs and provides training to internal staff. Gathers and analyzes quality statistics to determine trends and documents findings for management. Responds to questions from customers and outside auditors regarding quality issues.

Quality Assurance Specialist

Under minimal direction, studies, measures and analyzes HP ES customer and account team member satisfaction level. Plans, coordinates and executes quality reviews for multiple accounts and customers to assess contract obligations and customer expectations. Conducts in-depth interviews with multiple levels of customer management. Analyzes and compiles complex quality statistics to determine account trends and documents findings to management. Advises managers in preparing an action plan following each quality review. Identifies and researches account concerns and problem areas and oversees implementation of procedural/system solutions to improve performance quality. Identifies account management trends across the organization and proposes methods and policies for quality improvement.

Quality Assurance Specialist - Senior

Under broad direction, provides management with the knowledge and tools to ensure conformance to requirements and improve the quality processes of the organization. Serves as a focal point within an organization for quality improvement information regarding roles, tasks, requirements, problem solving and measurement criteria and processes. Sets the direction and agenda for the quality improvement team. Assists management in the development and implementation of quality measurement processes in the workplace. Identifies and defines areas of non-conformance to requirements and presents logical procedures for eliminating problems. Continues to focus on quality initiatives and assists in identifying corrective and preventive methods. Consults with multiple levels of management on the vision, direction, and quality initiative plans of the organization.

Quality Assurance Manager

Plans, directs and coordinates the quality review of departmental operations and related support systems to ensure compliance with contractual requirements. Establishes review criteria and procedures. Oversees the identification and resolution of quality issues. Reviews documented results and reports on quality assurance activities. Monitors the implementation of system or procedural enhancements to ensure customer acceptance and satisfaction. Provides overall direction for the development of related training programs for internal staff.

Research Analyst

Under general direction, conducts analysis of management problems and information requirements. May also include analysis in areas of logistics planning or systems acquisition. Formulates mathematical models for problem solution by computer. Prepares written non-technical reports for management with range of possible alternatives.

Security Specialist

Under minimal direction, provides support for security related programs, policies and initiatives. Develops and applies knowledge of security principles, concepts and industry practices and standards in the analysis of information and projects. Participates in program and policy development with peers and leadership. Supports activities to identify and minimize client HP ES and external client security risks in

compliance with corporate security standards and guidelines. Assists with the development of security presentations to HP ES and client management to address concerns and ensure client requirements are met. May assist in the evaluation of physical security enhancements, product upgrades, and tools across multiple environments to ensure minimal exposures.

Specialized Support Clerk I

Under general supervision performs routine by moderately complex office or clerical tasks that are related to the specific business area supported. Applies knowledge of established procedures to research and resolve customer questions or management requests. Resolves most problems and escalates only the most complex issues to immediate supervisor. Examples of work performed may include preparing routine correspondence, word processing, report preparation, verifying data, completing forms, collections and data entry. Performs other office or clerical duties as assigned. Involved in the training of new employees and may take the lead in areas of expertise.

Specialized Support Clerk II

Under general supervision performs specialized and varies clerical support tasks that are related to specific business area supported. Performs tasks which require previous knowledge of business area or corporate procedures. Serves as a resource to others in the resolution of complex problems. Examples of work performed may include preparing complex reports or forms, maintaining records or files, interpreting data, and account reconciliation. Performs other duties as assigned. Trains new employees and may take the lead in the area of specialization.

Strategic Program Manager

Provides guidance in strategic planning to the client's team. Plans, directs, and co-ordinates global programs incorporating interrelated, complex, high-risk programs and the acquisition and development of new business to an operational stage. Manages programs impacting multiple HP ES organizations and requiring partnering with third-party suppliers. Works with senior management on program proposals, bids, contracts, estimates, and schedules. Leads complex matrixed teams to develop master plans that model program commitments and timing. Conceptualizes and proposes add-on program opportunities. Sets and reviews costs, operational budgets, schedules, and staffing requirements for cross-functional program teams. Analyzes the effect of programs on various operating and support areas to determine the most practical and cost-effective method to obtain the required resources. Identifies and assembles the appropriate blend of resources to meet needs and requirements of major programs. Sets strategy for contingency planning. Ensures adherence to legally binding requirements and customer long-term strategic goals. Controls program requirements, scope, and change management issues. Reports program status, progress, and benefits to company, client, and third-party management. Establishes appropriate metrics for measuring key program criteria. Maintains currency on emerging technologies and program management techniques.

Systems Administrator

Under general direction, implements and supports local area network (LAN) and campus area network (CAN) hardware and software. Analyzes customer workflow and procedures to recommend operational support tools and technologies to satisfy customer needs. Ensures workstations/server data integrity by evaluating, implementing and managing appropriate software/hardware solutions. Acts as a liaison between the customer, suppliers, and other technical groups to resolve network and hardware problems. Analyzes performance problems and recommends solutions to enhance functionality, reliability and/or usability. Participates on project teams in the implementation of new/upgraded designs. Implements operational support standards and procedures relating to change management, performance management,

and security. Recommends changes and improvements to existing standards. Ensures data/media recoverability by implementing a schedule of system backups, and database archive operations. Develops site administration documentation. Provides user orientation on hardware, software and network operations. Keeps abreast of emerging operational support technologies and industry trends.

Systems Administrator - Advanced

Under minimal direction, coordinates operational designs, develops support plans, coordinates implementations, and provides second level support for local area network (LAN), campus area network (CAN), and wide area network (WAN) solutions encompassing heterogeneous platforms. Develops system support requirements by reviewing and analyzing customer business processes and evaluating available HP ES and/or supplier capabilities. Leads project teams in implementing new or upgraded designs and coordinates project efforts with support groups. Creates plans that support implementation of changes. Participates in system support design and performance evaluation reviews. Advises on distributed network computing issues. Establishes and maintains security and integrity standards and controls. Ensures support plans and services meet customer needs and expectations. Assists in the evaluation, testing and recommendation of hardware, software, and network configurations based on customer need. Coaches others in the application of new operational support technologies. Analyzes user requirements and statistics to identify trends and resolve performance issues. Coordinates and approves updates of the site administration documentation. Keeps abreast of emerging operational support technologies and industry trends. Recommends appropriate price/performance improvement opportunities.

Systems Administrator - Senior

Under broad direction, leads and coordinates the operational support and implementation activities for local area network (LAN), campus area network (CAN), and wide area network (WAN) service offerings encompassing heterogeneous platforms. Assists leadership in determining tactical and strategic direction of the organization as it relates to emerging operational support technologies. Researches, analyzes, and recommends new operational support technologies, tools, and techniques. Coaches others on the application of new operational support technologies. Reviews distributed computing and network designs to select appropriate operational support strategies and ensure efficient use of resources. Conducts system support design and performance evaluation reviews. Identifies, develops, and updates operational support standards and procedures. Participates with corporate strategic planning teams. Keeps abreast of emerging operational support technologies and industry trends. Recommends price/performance improvement opportunities.

Systems Architect/Staff Engineer

Under minimal direction, blends the right combination of specializations to conceptualize, design and develop total system/product solutions for enterprise-wide information technology and/or engineering/manufacturing processes. Translates customer and organizational objectives and critical success factors into actionable business, organization and technology strategies. Creates information technology plans based on an understanding of the customer's organization, strategic direction, technology context and business needs. Leads and works in a collaborative effort to conceptualize total systems and/or product solutions. Architects, designs and develops integrated business/engineering systems and products to support the achievement of the customer's and HP ES' business goals. Leads others in the definition of project scope, plans and deliverables including cost projections and proposed implementation dates. Controls project requirements, scope and change management issues. Assists leadership in determining tactical and strategic direction of the division/organization. Works with others to develop and propose new business and technical opportunities to leadership and/or the customer. Monitors market trends and the work of standard bodies to assist HP ES, SU and the customer in defining

technical standards. Mentors others on the application of new technologies, tools, processes, standards and project management/system development methodologies. Researches, evaluates and stays current on emerging tools, techniques and technologies.

Technical Delivery Team Manager

Plans, directs and coordinates organizational/tactical activities of individuals responsible for conceptualizing, designing, constructing, testing and implementing business and technical information technology solutions. Has overall responsibility for people, customer and day-to-day project management activities of the team. Coaches and counsels team members to translate customer and organizational objectives and critical success factors into actionable business, organization and technology strategies. Ensures the design and development of integrated business/engineering systems and products to support the achievement of the customer's and HP ES business goals. identifies and assembles the appropriate blend of talent and additional resources to meet customer needs and requirements. Formulates contingency plans to address schedule revisions, manpower adjustments, fund allocations and work requirements. Participates in HP ES and customer business planning process.

Technical Delivery Organizational Manager

Plans, directs and coordinates tactical/strategic engineering activities of an organization. Has overall organizational responsibility for people, customer and organizational project management activities. Responsible for large, complex, globally-based employees, locations and customer industry segments. Coaches and counsels engineering team managers on business, organizational and technology strategies. Participates in setting direction and policies related to engineering methodologies. Establishes strategies to achieve business goals and objectives of the SU. Reviews new business opportunities, proposals and presentations to ensure they meet the customer's and HP ES' business objectives.

Technical Delivery Strategic Manager

Plans, directs and coordinates strategic engineering activities for the SU. Develops long-term relationships with strategic customers and industry leaders. Responsible for large, complex, globally-based employees, locations and customer industry segments. Coaches and counsels engineering organizational and team managers on business, organizational and customer strategies. Conceptualizes and creates long-term business strategies and plans that demonstrate awareness of the culture, values, customer diversity and laws of different countries/regions. Establishes SU business goals and objectives related to engineering activities.

Technical Writing Specialist

Under minimal direction, analyzes and interprets highly specialized technical information to compose detailed documentation and technical manuals. Conducts complex documentation and user needs analysis. Studies customer environment by analyzing job tasks, organizational structure and user needs to propose documentation solutions. Observes developmental and experiential activities to determine operating procedure and detail for document content. Interviews technical personnel, interprets reports, specifications and drawings to increase understanding of processes and document requirements. Assists others with technical interpretation and appropriate phrasing for document content. May plan documentation development process and coordinate writing projects. Reviews documentation for an entire project to ensure validity, completeness of content and consistency with order, style and terminology standards.

Telecommunications Analyst

Under general direction, responsible for small to medium projects involving planning, installation, relocation, and/or removal of telecommunications systems. Researches and analyzes telecommunications activity associated with a technical area within the telecom functions (such as, but not limited to, network design, implementation, or operations/user support.) Prepares reports on status and network performance trends. Analyzes traffic reports and diagnostic reports to determine network logic and malfunction trends. Reviews statement of work and vendor project bids. Conducts material quality and cost reviews. Determines cause of project delays. Participates in feasibility studies, costing, proposal preparation, and project implementation activities. May train technicians.

Telecommunications Analyst - Advanced

Under general direction, responsible for medium to large projects involving planning, installation, relocation, and/or removal of telecommunications systems. Researches and analyzes telecommunications activity associated within one or more technical areas within the telecom functions (such as, but not limited to, network design, implementation, or operations/user support.) Analyzes traffic reports and diagnostic reports to determine network logic and malfunction trends. Recommends improvements to enhance network performance trends. Participates in vendor project bids. Conducts material quality and cost reviews. Determines cause of project delays. Participates in feasibility studies, costing, proposal preparation, and project implementation activities.

Telecommunications Analyst - Senior

Under minimal direction, directs large projects involving complex planning, installation, relocation, and/or removal of telecommunications systems. Interacts with all levels of management and customers on large contract administration. Leads resources to implement cost effective network solutions. Leads feasibility studies, costing, proposal preparation, and project implementation activities. Work typically involves activities associated with multiple technical areas within the telecom functions (such as, but not limited to, network design, implementation, or operations/user support.) Monitors and evaluates vendor performance to ensure conformance to standards. Leads process improvements to enhance network performance trends. Researches and develops new processes to improve telecommunications services.

Telecommunications Technician

Under direct supervision, performs basic monitoring services such as installation, trouble shooting, relocations, and/or maintenance of telecommunications/network equipment. Identifies and resolves basic telecommunications problems. Demonstrates knowledge of telecommunications process establishment and integration. Responds to customer questions regarding basic telecommunications service. Prepares or assists in the preparation of service record and documentation. Interacts with customers to eliminate unsatisfactory service. Is aware of standards and regulatory requirements related to assigned tasks.

ICE – Labor Categories (Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required)).

ICE Administrative Assistant I

Under general direction, responsible for providing analytical and specialized administrative support functions. Interacts with outside departments to resolve problems of a confidential nature such as compensation, benefits, and financial reporting. Coordinates projects by analyzing project, determining approach, compiling/analyzing data and preparing report/recommendation using PC skills, knowledge of administrative systems, and understanding of policies and procedures. Plans and coordinates meetings,

conferences, and employee functions. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Business Planning Consultant

Acts independently, responsible for conducting in-depth studies of customer businesses. Facilitates discussions with senior, customer management on their business mission, objectives, organization, competition and other critical business factors. Researches and analyzes customer and industry information to enhance understanding of the customer's environment. Leads business planning support teams in developing or analyzing the customer's strategic business plan and transforming the plan into a long-range system solution. Presents business strategies to senior customer management. Advises HP ES marketing teams on marketing strategy and proposal development. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Business Services Analyst - Advanced

Under minimal direction, formulates and defines systems scope and objectives based on both user needs and a good understanding of information technology, business processes, and industry requirements. Applies extensive knowledge of the customer's business and industry to develop project specifications. Analyzes business and user needs, documents requirements and translates into proper system requirements specifications. Advises on methods to improve business processes. Coordinates and participates in proposals, feasibility studies, implementations, and new business development. Considers the business implications of the application of technology to the current and future business environment. May lead the training of customers and peers. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Business Services Analyst - Senior

Through self-directed activities, influences the strategic direction of the customer and HP ES. Applies industry specific expertise to recommend and coordinate the development, enhancement, and maintenance of a customer's business systems, processes, and products. Combines industry expertise with information technology to develop innovative business solutions. Leads teams on large projects, studies, and implementations. Leads business studies and presents study results to HP ES and customer senior management. Leverages industry knowledge and customer relationships to identify new business opportunities. Promotes and directs process improvement activities and training of peers and customers. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Consultant

Under general direction, participates in designing, developing and implementing solutions to meet the client's needs. Provides design and analysis support on projects and develops small components of the overall solution. Gathers specifications through client interviews. Documents and summarizes the interview results to be used in developing client deliverables. Uses knowledge of information technology and the client's industry to support members of the project team. Contributes to the development of service offerings and assists with proposal development. Gains experience in specialization and remains current on emerging service offerings, tools and methodologies. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Consultant Senior

Under broad direction, acts as a technical or project lead. Leads the design, development and implementation of solutions to meet the client's needs. Oversees project teams and their day-to-day activities. Applies strong business skills and methodologies to interpret data and deliver solutions to clients. Exhibits a deep understanding of a service line and a broad knowledge of all service offerings within a practice area. Develops and delivers informal presentations to project team and client management. Identifies and assists with the development if service offerings.. Participates in development activities by scoping potential engagements and preparing proposals. May identify opportunities for additional business. Applies knowledge of and experience in multiple specializations. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Consultant Specialist

Under minimal direction, designs, develops and implements specialized solutions to meet the client's needs. Analyzes data and recommends solutions as a specialized member of the project team. Assists in planning a phase of the project and delivering the results to the client. Develops and assists in making informal presentations to client teams. Participates in business development activities by assisting with scoping potential engagements and preparing proposals. Assists with the development of service offerings. Applies knowledge in area of specialization and is acquiring experience in related specializations. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Financial Analyst

Under general direction, performs financial analysis using standard procedures in support of SU objectives. Interprets and implements financial concepts for financial planning and control. Follows standard practices and procedures to prepare forecasts, budgets, operating statistics and financial analysis for business proposals; analyzes financial results, trends, and variances. Recognizes and solves business problems through financial analysis, such as lease-versus-purchase analysis, capital appropriations analysis, or discounted cash flow analysis. Provides input to business decisions by calculating rates of return and depreciation and researching capital appropriations requirements, investment opportunities, investment performance, due diligence, and governmental requirements. Prepares reports on findings and makes recommendations to financial management. Uses standard financial models, HP ES financial systems, and PC software to complete tasks and automate work. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Financial Analyst - Advanced

Under general direction, performs complex financial analysis in support of SU objectives. Develops, interprets and implements financial concepts for financial planning and control. Determines methods and tools used to prepare forecasts, budgets, operating statistics and financial analysis for business proposals: Leads analysis of financial results, trends, and variances. Recognizes and solves complex business problems through financial analysis, such as lease-versus-purchase analysis, capital appropriations analysis, or discounted cash flow analysis. Provides financial expertise for business decisions by analyzing rates of return, depreciation, capital appropriations requirements, investment opportunities, investment performance, due diligence, and governmental requirements. Prepares reports on findings and makes recommendations to financial, SU, or customer management. Uses advanced and modified financial models, HP ES financial systems, and PC software to complete tasks and automate work. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Financial Senior Specialist

Under broad direction influences current financial practices, policies and procedures. Determines changes in methodology for financial analysis to streamline project activities and improve productivity. Directs preparation of forecasts, budgets, operating statistics, and financial analysis for business proposals, determining methods and time lines. Recognizes and solves extremely complex business problems through financial analyses. Provides extensive financial expertise for business decisions by analyzing rates of return, deprecation, capital appropriations requirements, investment opportunities, investment performance, due diligence, and governmental requirements. Leads financial and statistical analysis for special projects. Influences the design of financial models, HP ES financial systems and PC software for the corporation. Acts independently to determine methods and procedures on new assignments and may supervise the activities of lower level personnel. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Finance Manager

Under broad direction, manages and delivers day-to-day finance support for a portion of a geographical region. Implements finance policies and programs. Plans, directs and coordinates the activities of a financial organization within the geographical region. Provides financial staff leadership. Processes financial transactions pertaining to accounts payable, general ledger, expense reporting, asset management, customer billing, accounts receivable, outlook, budget, monthly financial close, credit and collections. Receives guidance and counsel from the finance regional delivery manager and the finance process and policy organizations. Collaborates with other parts of the business to ensure that the financial objectives for the lines of business and corporate business support units are met. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Graphic Designer

Under general direction, conceptualizes and executes designs for brochures, advertisements and specialty applications. Leads creative sessions with customer, writers and internal staff to determine project requirements. Develops creative concepts and communicates direction to the graphic artist to produce thumbnail sketches and comprehensive layouts. Prepares job estimates and production calendars. Produces camera ready boards, provides art direction during photo shoot and interfaces with photographer to select finished photographs. Interfaces with outside printer during the production process and reviews work for quality. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Information Analyst

Under general direction, conceptualizes, designs, constructs, tests, and implements portions of business and technical information technology solutions through application of appropriate software development life cycle methodology. Interacts with the customer to gain an understanding of the business environment, technical context and organizational strategic direction. Defines scope, plans and deliverables for assigned projects. Collects, identifies, defines, and organizes detailed user and information technology requirements. Coordinates and collaborates with others in analyzing collected requirements to ensure plans and identified solutions meet customer needs and expectations. Confirms and prioritizes project plans and deliverables with the customer. Participates in business and technical information technology solution implementations, upgrades, enhancements, and conversions. Understands and uses appropriate tools to analyze, identify and resolve business and/or technical problems. Applies metrics to monitor performance and measure key project criteria. Prepares system documentation. Establishes and maintains security, integrity and business continuity controls and documents. Participates in special studies. Stays

current on emerging tools, techniques, and technologies. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Information Specialist

Under general direction, applies specialized knowledge in a single discipline such as assembly/integration, cross-discipline functions, data engineering, industry expertise, knowledge engineering or legacy evolution. Applies specialization to conceptualize, design, construct, test and implement portions of business and technical information technology solutions through application of appropriate software development life cycle methodology. Interacts with the customer to gain an understanding of the business environment, technical context and organizational strategic direction. defines scope, plans and deliverables for assigned projects. Collects, identifies, defines and organizes detailed user and information technology requirements. Coordinates and collaborates with others in analyzing collected requirements to ensure plans and identified solutions meet customer needs and expectations. Confirms and prioritizes project plans and deliverables with the customer. Participates in business and technical information technology solution implementations, upgrades, enhancement and conversions. Understands and uses appropriate tools to analyze, identify and resolve business and or technical problems. Applies metrics to monitor performance and measure key project criteria. Prepares system documentation. establishes and maintains security, integrity and business continuity controls and documents. Participates in special studies. Stays current on emerging tools, techniques and technologies. Assists information engineers on application of specialized knowledge to coding, testing, implementation and documentation projects. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Information Specialist - Senior

Under minimal direction, functions in advanced specialty disciplines such as assembly/integration, cross-discipline functions, data engineering, industry expertise, knowledge engineering, legacy evolution, or system infrastructure. Leads and coordinates the design, development, implementation and support of business and/or technical information technology solutions encompassing multiple specialization's, platforms and technologies. Defines project scope, plans and deliverables including cost projections and proposed implementation dates. Assists leadership in determining technical direction of the organization. Researches, analyzes, recommends and implements new technologies, standard processes, tools and techniques. Creates portions of information technology plans based on an understanding of the customer's organizational strategic direction, technology context and business needs. Coaches and provides technical leadership to others on the application of new technologies, appropriate project management and system development methodologies. Provides technical support for marketing initiatives through participation in proposals and marketing studies. Reviews other system and programming designs to ensure selection of appropriate technology, efficient use of resources and integration of multiple systems and technologies. Identifies, develops, updates and enforces standards and procedures. Monitors and ensures resolutions of performance issues. Interfaces with support groups and production problems, technical concerns and financial issues. Researches, evaluates and stays current on emerging tools, techniques and technologies. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Project Manager – Advanced

Plans, directs, and co-ordinates the team's activities to manage and implement project and/or interrelated projects from contract/proposal initiation to final operational stage. Determines, monitors, and reviews all project economics to includes costs, operational budgets, staffing requirements, resources and risk. Leads the project team in determining client requirements and translating requirements into operational plans. Identifies and assembles the appropriate blend of resources to meet project needs and requirements;

manages sub-contractors. Plans, schedules, monitors, and reports on activities related to the project. Develops project control and reporting procedures and manages changes in operational plan. Undertakes status review meetings among project team members and clients. Works with management on project proposals, bids, contracts, estimates, and schedules. Coaches and advises team members to accomplish project goals, to meet established schedules, and resolve technical/operational issues. Proactively influences customers to apply project planning methodologies. Ensures adherence to legally binding requirements. Controls project requirements, scope, and change management issues. Establishes appropriate metrics for measuring key project criteria. Installs appropriate automated systems for management of projects. Develops, proposes, and negotiates project proposals, quotations, and add-ons to leadership and the client. Analyzes needs and recommends appropriate planning concepts and tools to be used for all facets of planning, scheduling, and tracking projects. Analyzes project progress/costs and facilitates the development of recommended alternatives. Integrates and uses project management methodologies. Creates communication plans, ensuring that appropriate information is exchanged among key stakeholders. Advises senior management on project management capability and risk. Maintains awareness on emerging technologies and project management techniques. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Project Manager –Senior / Program Manager

Plans, directs, and co-ordinates a cross-functional team's activities to manage and implement project and/or interrelated projects from contract/proposal initiation to final operational stage. Determines, monitors, and reviews all project/program economics to includes costs, operational budgets, staffing requirements, sub-contractors, resources and risk. Identifies and assembles the appropriate blend of resources to meet project/program needs and requirements; including sub-contractor selection. Plans, schedules, monitors, and reports on activities related to the project/program. Leads the project/program team(s) in determining client requirements and translating requirements into operational plans. Ensures adherence to legally binding requirements and client's long-term goals. Facilitates status review meetings among project team members and clients. Works with senior management on project/program proposals, bids, contracts, estimates, and schedules. Proposes and develops add-on program opportunities. Mentors and trains the customer and/or vendor in project management methods, procedures, and activities. Controls project/program requirements, scope, and change management issues. Coaches and counsels members of cross-functional teams to accomplish project/program goals, to meet established schedules, and resolve technical/operational issues. Establishes appropriate metrics for measuring key program criteria. Determines and installs appropriate automated systems for management of projects. Identifies and recommends contingency measures. Facilitates the creation of communication plans, ensuring that appropriate information is exchanged among key stakeholders. Advises senior management on project management capability and risk. Maintains awareness on emerging technologies and project/program management techniques. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Program Manager - Senior

Plans, directs, and co-ordinates a cross-functional team's activities to manage and implement project and/or interrelated programs from contract/proposal initiation to final operational stage. Proposes and develops add-on program opportunities. Leads matrixed teams to develop plans that model program commitments and timing. Leads the project/program team(s) in determining client requirements and translating requirements into operational plans. Determines, monitors, and reviews all project/program economics to includes costs, operational budgets, staffing requirements, resources and risk. Identifies and assembles the appropriate blend of resources to meet program needs and requirements; monitors and reports on activities related to the project/program. Meets with customers to review program scope/progress and resolve program issues. Controls project/program requirements, scope, and change

management issues. Works with senior management on program proposals, bids, contracts, estimates, and schedules. Formulates contingency plans to address schedule revisions, risk, fund allocations, and work requirements. Ensures adherence to legally binding requirements and client's long-term strategic goals. Coaches and counsels members of cross-functional teams to accomplish project/program goals, to meet established schedules, and resolve technical/operational issues. Establishes appropriate metrics for measuring key program criteria. Maintains awareness of emerging technologies and project/program management techniques. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Systems Administrator

Under general direction, implements and supports local area network (LAN) and campus area network (CAN) hardware and software. Analyzes customer workflow and procedures to recommend operational support tools and technologies to satisfy customer needs. Acts as a liaison between the customer, suppliers, and other technical groups to resolve network and hardware problems. Analyzes performance problems and recommends solutions to enhance functionality, reliability and/or usability. Implements operational support standards and procedures relating to change management, performance management, and security. Recommends changes and improvements to existing standards. Develops site administration manual (SAM) documentation. Provides user orientation on hardware, software and network operations. Keeps abreast of emerging operational support technologies and industry trends. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Systems Administrator - Advanced

Under minimal direction, coordinates operational designs, develops support plans, coordinates implementations, and provides second level support for local area network (LAN), campus area network (CAN), and wide area network (WAN) solutions encompassing heterogeneous platforms. Develops system support requirements by reviewing and analyzing customer business processes and evaluating available HP ES and/or supplier capabilities. Leads project teams in implementing new or upgraded designs and coordinates project efforts with support groups. Provides technical support for marketing initiatives through participation in proposals and marketing studies. Creates plans that support implementation of changes. Participates in system support design and performance evaluation reviews. Advises on distributed network computing issues. Establishes and maintains security and integrity standards and controls. Ensures support plans and services meet customer needs and expectations. Assists in the evaluation, testing and recommendation of hardware, software, and network configurations based on customer need. Coaches others in the application of new operational support technologies. Analyzes user requirements and statistics to identify trends and resolve performance issues. Keeps abreast of emerging operational support technologies and industry trends. Recommends appropriate price/performance improvement opportunities. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Systems Administrator - Senior

Under broad direction, leads and coordinates the operational support and implementation activities for local area network (LAN), campus area network (CAN), and wide area network (WAN) service offerings encompassing heterogeneous platforms. Assists leadership in determining tactical and strategic direction of the organization as it relates to emerging operational support technologies. Researches, analyzes, and recommends new operational support technologies, tools, and techniques. Coaches others on the application of new operational support technologies. Reviews distributed computing and network designs to select appropriate operational support strategies and ensure efficient use of resources. Conducts system support design and performance evaluation reviews. Identifies, develops, and updates operational support standards and procedures. Participates with corporate strategic planning teams. Keeps abreast of emerging

operational support technologies and industry trends. Recommends price/performance improvement opportunities. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Systems Architect/Staff Engineer

Under minimal direction, blends the right combination of specializations to conceptualize, design and develop total system/product solutions for enterprise-wide information technology and/or engineering/manufacturing processes. Translates customer and organizational objectives and critical success factors into actionable business, organization and technology strategies. Creates information technology plans based on an understanding of the customer's organization, strategic direction, technology context and business needs. Leads and works in a collaborative effort to conceptualize total systems and/or product solutions. Architects, designs and develops integrated business/engineering systems and products to support the achievement of the customer's and HP ES' business goals. Leads others in the definition of project scope, plans and deliverables including cost projections and proposed implementation dates. Controls project requirements, scope and change management issues. Assists leadership in determining tactical and strategic direction of the division/organization. Works with others to develop and propose new business and technical opportunities to leadership and/or the customer. Monitors market trends and the work of standard bodies to assist HP ES, SU and the customer in defining technical standards. Mentors others on the application of new technologies, tools, processes, standards and project management/system development methodologies. Researches, evaluates and stays current on emerging tools, techniques and technologies. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Telecommunications Analyst I

Under general direction, responsible for small to medium projects involving planning, installation, relocation, and/or removal of telecommunications systems. Researches and analyzes telecommunications activity associated with a technical area within the telecom functions (such as, but not limited to, network design, implementation, or operations/user support.) Prepares reports on status and network performance trends. Analyzes traffic reports and diagnostic reports to determine network logic and malfunction trends. Reviews statement of work and vendor project bids. Conducts material quality and cost reviews. Determines cause of project delays. Participates in feasibility studies, costing, proposal preparation, and project implementation activities. May train technicians. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

ICE Telecommunications Analyst II

Under general direction, responsible for medium to large projects involving planning, installation, relocation, and/or removal of telecommunications systems. Researches and analyzes telecommunications activity associated within one or more technical areas within the telecom functions (such as, but not limited to, network design, implementation, or operations/user support.) Analyzes traffic reports and diagnostic reports to determine network logic and malfunction trends. Recommends improvements to enhance network performance trends. Participates in vendor project bids. Conducts material quality and cost reviews. Determines cause of project delays. Participates in feasibility studies, costing, proposal preparation, and project implementation activities. Must possess an Intelligence Community security clearance of Top Secret (minimum level of clearance required).

<p align="center">Terms and Conditions Applicable to
HSPD-12 Products and Service Components
(Special Item Number 132-62 and 132-62STLOC)</p>

1.　ORDER

a.　Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering authentication products and services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

b.　All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

c.　When placing an order, ordering activities may deal directly with the contractor or ordering activities may send the requirement to the Program Management Office to received assisted services for a fee.

2.　PERFORMANCE OF SERVICES

a.　The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b.　The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c.　The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d.　Any Contractor travel required in the performance of the Services under SINs 132-60, 132-61 and 132-62 must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

3.　STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a)　The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

　　　(1)　Cancel the stop-work order; or

(2)   Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b)   If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1)   The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2)   The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c)   If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d)   If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

4.   INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

5.   RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite services.

6.   INDEPENDENT CONTRACTOR

All services performed by the Contractor under the terms of this contract shall be an independent Contractor, and not as an agent or employee of the ordering activity.

7.   ORGANIZATIONAL CONFLICTS OF INTEREST

a.   Definitions.

"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b.   To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

8.   INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for products and/or services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

9.   PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7

(DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

10.   RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

11.   INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

12.   APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

Additional Terms and Conditions for HP ES HSPD-12 Managed Services:

- All Enrollment Stations, Activation Stations, and Combination Enrollment/Activation Station – fixed and mobile systems, monthly usage or purchase, listed in the HP ES HSPD-12 Managed Service require web-based services. (Applies to HMS0010 through HMS0025). Customers must provide connectivity to the Internet before these systems can connect to HP ES Managed Service.
- This offering does not include any site preparation, workstation or system training; the resources to provide these agency-unique requirements can be ordered separately through HP ES SIN 132-62 labor rates.
- The Government ordering Agency is responsible for consumables beyond those initially provided with the respective part number(s).
- HP ES standard Project Management Office support is included in the Managed Service offering.
- Travel time and travel costs for personnel are not included in this offering (applies to all part numbers).
- HP ES standard help desk services are included to support Enrollment, Activation and/or Combination Enrollment/Activation station users only.
- Integration with Government Logical Access Control Systems (LACS), Physical Access Control Systems (PACS), shared services, and adjudication services are not included (applies to all part numbers).
- The Government ordering Agency will provide all necessary information required to build, configure and ship/install the equipment. This includes:
  o   Ordering information (HMSXXXX part numbers) and quantity per part number;
  o   Full address and location of facility;
  o   Site Point Of Contact (POC) responsible to receive and secure equipment;
  o   Site POC responsible for scheduling an installation date, if required;
  o   Any special instructions required to access the facility.
- Installation and de-installation is not included in this offering. The Government ordering Agency is responsible for installation and de-installation. Installation and de-installation services for a specific site can be priced separately using HP ES SIN 132-62 labor rates.
- Government ordering Agency will ensure the installation location can support the equipment provided (applies to HMS0010 through HMS0025). At a minimum, this includes:
  o   AC power within 6 feet;
  o   Ethernet connection within the reach of a 25 foot cable;
  o   The ethernet connection has a minimum 512K bandwidth and can connect to the Internet;

- o Sufficient desk and/or counter space are available to support the Enrollment, Activation and/or Combination Enrollment/Activation Stations;
  - o Sufficient standard office lighting to support photo capture as needed.
- The Government ordering Agency is responsible for all HP ES-provided hardware and software that is damaged, stolen or lost, once at Government location or in possession of Government personnel.
- All fees due OPM, FBI or other agencies for background investigations/adjudications will be borne by the Government ordering Agency.
- The Government will provide all technical assistance and information necessary to successfully configure the equipment (Applies to HMS0010 through HMS0025). At a minimum, this includes:
  - o Providing any necessary IP addresses for the equipment at time of order;
  - o Configuring the agency/site firewall to allow the proper external connectivity back to the HP ES Managed Service Center. This will include any VPN holes, and/or communications and management ports;
  - o Access to the Internet for the workstations.
- The Government will provide operators for the Enrollment, Activation and/or Combination Enrollment/Activations Station; if the Government ordering Agency desires operators for the HP ES Assured Identity[TM] Enrollment, Activation and/or Combination Enrollment/Activation Stations, these resources can be ordered separately through HP ES SIN 132-62 labor rates.
- Additional components are required depending on concentration of enrollment and activation stations and site configuration.

DESCRIPTION OF IT SERVICES AND PRICING

HP Enterprise Services, LLCGSA Schedule Contract
HSPD-12 Services
SIN 132-62 and 132-62STLOC

Year 1 (August 25, 2006 – August 24, 2007)

	Contractor Site	Customer Site
Project Manager	$ 143.32	$ 139.36
Senior Scientist/Engineer	$ 178.35	$ 162.53
Journeyman Scientist/Engineer	$ 104.65	$ 102.48
Associate Scientist/Engineer	$ 60.89	$ 58.72
Clerical	$ 47.34	$ 41.63
Editor/Analyst	$ 56.18	$ 50.04
Senior Graphics Specialist	$ 52.81	$ 46.33
Junior Graphics Specialist	$ 35.92	$ 29.78
Task Order Manager	$ 107.23	$ 100.50
Business Process Consultant	$ 240.33	$ 238.16
Information Services Consultant	$ 277.74	$ 275.57
Quality Assurance Specialist	$ 54.68	$ 48.23
Configuration Management Manager	$ 67.67	$ 61.34
Help Desk Manager	$ 109.97	$ 106.01
Senior Help Desk Coordinator	$ 71.28	$ 69.11
Senior Systems Engineer	$ 134.92	$ 127.81
Intermediate Systems Engineer	$ 112.09	$ 103.77
Systems Engineer	$ 89.09	$ 80.61
Junior Systems Engineer	$ 66.75	$ 60.15
Senior Systems Operator	$ 61.26	$ 55.12

	Contractor Site	Customer Site
Intermediate Systems Operator	$ 48.54	$ 42.48
Junior Systems Operator	$ 36.46	$ 30.78
Senior Network Engineer	$ 100.63	$ 90.90
Junior Network Engineer	$ 63.55	$ 56.54
Systems Installer	$ 79.17	$ 71.26
Lead Analyst	$ 300.61	$ 298.44
Senior Analyst	$ 118.85	$ 116.68
Journeyman Analyst	$ 92.41	$ 90.24
Associate Analyst	$ 64.89	$ 62.72
Lead Technician	$ 100.82	$ 98.65
Senior Technician	$ 83.67	$ 81.50
Journeyman Technician	$ 78.04	$ 75.87
Associate Technician	$ 71.92	$ 69.75
Data Entry Clerk	$ 35.92	$ 29.78
Senior Database Manager	$ 80.76	$ 73.45
Intermediate Database Manager	$ 62.87	$ 55.78
Senior Hardware Engineer	$ 123.75	$ 112.75
Intermediate Hardware Engineer	$ 99.40	$ 93.82
Junior Hardware Engineer	$ 62.60	$ 54.75
Senior Software Engineer	$ 120.66	$ 118.49
Intermediate Software Engineer	$ 111.38	$ 103.03
Junior Software Engineer	$ 75.11	$ 67.84
Senior Applications Programmer	$ 75.53	$ 69.15
Junior Applications Programmer	$ 54.28	$ 48.10
Data Security Administration Manager	$ 126.83	$ 122.87
Data Security Analyst	$ 77.75	$ 75.58
Security Administrator	$ 86.38	$ 78.22
Senior Training Specialist	$ 114.71	$ 104.36
Junior Training Specialist	$ 78.06	$ 70.51
Senior Instructional System Designer	$ 78.84	$ 72.71
Junior Instructional System Designer	$ 59.25	$ 52.51

Year 2 (August 25, 2007 – August 24, 2008)

	Contractor Site	Customer Site
Project Manager	$ 147.62	$ 143.54
Senior Scientist/Engineer	$ 183.70	$ 167.41
Journeyman Scientist/Engineer	$ 107.79	$ 105.55
Associate Scientist/Engineer	$ 62.72	$ 60.48
Clerical	$ 48.76	$ 42.88
Editor/Analyst	$ 57.87	$ 51.54
Senior Graphics Specialist	$ 54.39	$ 47.72
Junior Graphics Specialist	$ 37.00	$ 30.67
Task Order Manager	$ 110.45	$ 103.52
Business Process Consultant	$ 247.54	$ 245.30
Information Services Consultant	$ 286.07	$ 283.83
Quality Assurance Specialist	$ 56.32	$ 49.68
Configuration Management Manager	$ 69.70	$ 63.18
Help Desk Manager	$ 113.27	$ 109.19
Senior Help Desk Coordinator	$ 73.42	$ 71.18
Senior Systems Engineer	$ 138.97	$ 131.64

	Contractor Site	Customer Site
Intermediate Systems Engineer	$ 115.45	$ 106.88
Systems Engineer	$ 91.76	$ 83.03
Junior Systems Engineer	$ 68.75	$ 61.95
Senior Systems Operator	$ 63.10	$ 56.77
Intermediate Systems Operator	$ 50.00	$ 43.75
Junior Systems Operator	$ 37.55	$ 31.70
Senior Network Engineer	$ 103.65	$ 93.63
Junior Network Engineer	$ 65.46	$ 58.24
Systems Installer	$ 81.55	$ 73.40
Lead Analyst	$ 309.63	$ 307.39
Senior Analyst	$ 122.42	$ 120.19
Journeyman Analyst	$ 95.18	$ 92.95
Associate Analyst	$ 66.84	$ 64.60
Lead Technician	$ 103.85	$ 101.61
Senior Technician	$ 86.18	$ 83.95
Journeyman Technician	$ 80.38	$ 78.15
Associate Technician	$ 74.07	$ 71.84
Data Entry Clerk	$ 37.00	$ 30.67
Senior Database Manager	$ 83.18	$ 75.65
Intermediate Database Manager	$ 64.76	$ 57.45
Senior Hardware Engineer	$ 127.46	$ 116.13
Intermediate Hardware Engineer	$ 102.38	$ 96.63
Junior Hardware Engineer	$ 64.48	$ 56.39
Senior Software Engineer	$ 124.28	$ 122.04
Intermediate Software Engineer	$ 114.72	$ 106.12
Junior Software Engineer	$ 77.36	$ 69.88
Senior Applications Programmer	$ 77.80	$ 71.22
Junior Applications Programmer	$ 55.91	$ 49.54
Data Security Administration Manager	$ 130.63	$ 126.56
Data Security Analyst	$ 80.08	$ 77.85
Security Administrator	$ 88.97	$ 80.57
Senior Training Specialist	$ 118.15	$ 107.49
Junior Training Specialist	$ 80.40	$ 72.63
Senior Instructional System Designer	$ 81.21	$ 74.89
Junior Instructional System Designer	$ 61.03	$ 54.09

Year 3 (August 25, 2008 – September 26, 2011)

	Contractor Site	Customer Site
Project Manager	$ 152.05	$ 147.85
Senior Scientist/Engineer	$ 189.21	$ 172.43
Journeyman Scientist/Engineer	$ 111.02	$ 108.72
Associate Scientist/Engineer	$ 64.60	$ 62.30
Clerical	$ 50.22	$ 44.17
Editor/Analyst	$ 59.60	$ 53.09
Senior Graphics Specialist	$ 56.03	$ 49.15
Junior Graphics Specialist	$ 38.11	$ 31.59
Task Order Manager	$ 113.76	$ 106.62
Business Process Consultant	$ 254.97	$ 252.66
Information Services Consultant	$ 294.65	$ 292.35
Quality Assurance Specialist	$ 58.01	$ 51.17
Configuration Management Manager	$ 71.79	$ 65.08

	Contractor Site	Customer Site
Help Desk Manager	$ 116.67	$ 112.46
Senior Help Desk Coordinator	$ 75.62	$ 73.32
Senior Systems Engineer	$ 143.14	$ 135.59
Intermediate Systems Engineer	$ 118.92	$ 110.09
Systems Engineer	$ 94.52	$ 85.52
Junior Systems Engineer	$ 70.82	$ 63.81
Senior Systems Operator	$ 64.99	$ 58.48
Intermediate Systems Operator	$ 51.50	$ 45.07
Junior Systems Operator	$ 38.68	$ 32.65
Senior Network Engineer	$ 106.76	$ 96.44
Junior Network Engineer	$ 67.42	$ 59.98
Systems Installer	$ 83.99	$ 75.60
Lead Analyst	$ 318.91	$ 316.61
Senior Analyst	$ 126.09	$ 123.79
Journeyman Analyst	$ 98.04	$ 95.73
Associate Analyst	$ 68.85	$ 66.54
Lead Technician	$ 106.96	$ 104.66
Senior Technician	$ 88.77	$ 86.47
Journeyman Technician	$ 82.79	$ 80.49
Associate Technician	$ 76.29	$ 73.99
Data Entry Clerk	$ 38.11	$ 31.59
Senior Database Manager	$ 85.68	$ 77.92
Intermediate Database Manager	$ 66.70	$ 59.18
Senior Hardware Engineer	$ 131.29	$ 119.62
Intermediate Hardware Engineer	$ 105.45	$ 99.53
Junior Hardware Engineer	$ 66.41	$ 58.08
Senior Software Engineer	$ 128.01	$ 125.71
Intermediate Software Engineer	$ 118.16	$ 109.30
Junior Software Engineer	$ 79.68	$ 71.97
Senior Applications Programmer	$ 80.13	$ 73.36
Junior Applications Programmer	$ 57.59	$ 51.03
Data Security Administration Manager	$ 134.55	$ 130.35
Data Security Analyst	$ 82.48	$ 80.18
Security Administrator	$ 91.64	$ 82.98
Senior Training Specialist	$ 121.70	$ 110.72
Junior Training Specialist	$ 82.81	$ 74.80
Senior Instructional System Designer	$ 83.64	$ 77.14
Junior Instructional System Designer	$ 62.86	$ 55.71

HP Enterprise Services, LLC
GSA Schedule Contract
Labor Category Descriptions SIN 132-62 and 132-62STLOC

PROJECT MANAGER

Serves as the contractor's single contract manager and shall be the contractor's authorized interface with the Government Contracting Officer (KO), Government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards for HSPD-12 implementations, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. The Program Manager is responsible for overall contract performance.

SENIOR SCIENTIST/ENGINEER

Performs high-level systems analysis, evaluation, design, integration, documentation, and implementation of very complex applications, which require a thorough knowledge of administrative and technical skills. Directs and participates in all phases of system development with emphasis on planning, analysis, evaluation, integration, testing and acceptance phases for HSPD-12 solutions. Applies higher level business or technical principles and methods to very difficult business or technical problems to arrive at an HSPD-12 solution. Designs and prepares technical reports and related documentation. Prepares and delivers presentations and briefings as required by the Task Order. May be required to serve as Task Leader. Responsible for ensuring the quality and services delivered for particular task(s) for which this skill is performing the Task Leader position.

JOURNEYMAN SCIENTIST/ENGINEER

Performs assigned portions of HSPD-12 projects such as analysis, design, integration, and related engineering/scientific skills and knowledge. Participates in all phases of HSPD-12 projects such as design, development, testing, training and documentation. Applies business or technical principles and methods to difficult business or technical problems to arrive at an HSPD-12 solution. May have responsibility for assisting in planning and have individual responsibility for portions of a HSPD-12 solution project.

ASSOCIATE SCIENTIST/ENGINEER

Under general supervision performs assigned portions of HSPD-12 projects such as analysis, design, integration, applications, which require a thorough knowledge of higher mathematics and related engineering/scientific skills and knowledge. Applies business or technical principles and methods to business or technical problems to arrive at an HSPD-12 solution. Participates in all phases of HSPD-12 projects such as design, development, testing, training, and documentation.

CLERICAL

Under general supervision performs administrative duties in a HSPD-12 implementation environment. Performs specialized assignments relating to typing, word processing, and graphics illustration, using computers with very little direction. Performs a variety of support services for HSPD-12 programs such as operating reproduction equipment to produce large volumes of documents, arranging courier service and mail service, and the like. Must have experience in administrative typing, technical typing, and the

use of computers and word processing equipment. Will have demonstrated working knowledge of various computer software applications for graphics, spreadsheets, and word processing.

EDITOR/ANALYST

The Editor/Analyst (EA) edits HSPD-12 functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables or documents for HSPD-12 projects. The EA assists in performing financial and administrative functions for HSPD-12 projects. The EA must have experience in all aspects of editing and analyzing written documents. The EA will have demonstrated skills in general clerical profession.

SENIOR GRAPHICS SPECIALIST

The Senior Graphics Specialist (SGS) develops and updates graphics presentations to improve the quality and enhance the usability of HSPD-12 related documents and Web pages. The SGS supports the development of contract deliverables requiring graphic presentation support. The SGS is responsible for integrating the graphics generated with automated tools and the deliverable documents. The SGS analyzes emerging automated graphics software applications for use in support of HSPD-12 deliverable documents, Web pages, and online training. The SGS will have progressively greater responsibility in general graphics and artistic presentation. The SGS will have the demonstrated capability to work independently or with only general direction.

JUNIOR GRAPHICS SPECIALIST

The Junior Graphics Specialist (JGS) assists in the development and updating of graphics presentations to improve the quality and enhance the usability of HSPD-12 related documents and Web pages. The JGS supports the development of contract deliverables requiring graphic presentation support. The JGS is responsible for integrating the graphics generated with automated tools and the deliverable documents. The JGS analyzes emerging automated graphics software applications for use in support of HSPD-12 deliverable documents, Web-ages, and online training.

TASK ORDER MANAGER

The Task Order Manager (TOM) manages day-to-day HSPD-12 task orders activities. The TOM is responsible for formulating and enforcing work standards, assigning task order work schedules, and reviewing work discrepancies. The TOM manages the task order and associated staff, ensuring that appropriately skilled and trained personnel are assigned. The TOM has the demonstrated capability to provide guidance and direction for tasks and possesses proven expertise in managing and controlling funds and resources. The TOM will have experience in managing financial management, contract administration, and fiscal reporting and accounting. The TOM will have a demonstrated capability to handle increasing responsibilities in general accounting and management activities.

BUSINESS PROCESS CONSULTANT

Responsible for complex systems process analysis, design, and simulation related to HSPD-12 implementations. Has highest level understanding of organization's business systems and industry requirements. Focus is on process analysis and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment. Creates process change by integrating new processes with existing ones, and communicating these changes to impacted HSPD-12 implementation teams. Recommends and facilitates quality improvement efforts. May lead re-engineering team and act as project manager.

INFORMATION SERVICES CONSULTANT

Top level technical expert supporting unlimited end user groups for HSPD-12 implementations. Works with HSPD-12 user groups to solve business problems with available technology including hardware, software databases, and peripherals. Has high level of diverse technical experience related to studying and analyzing HSPD-12 systems needs, systems development and systems process analysis, design and re-engineering. Has skills and experience related to business management, systems engineering, operations research, and management engineering. Typically has specialization in particular software or business application utilized in an end user environment. Knowledgeable in technological developments and applications related to security and HSPD-12.

QUALITY ASSURANCE SPECIALIST

The Quality Assurance Specialist (QAS) establishes and maintains a process for evaluating hardware, software, and associated documentation for HSPD-12 implementations. The QAS determines the resources required for quality control (QC) and maintains the level of quality throughout the life cycle. The QAS conducts formal and informal reviews at predetermined times throughout the development or production life cycle. The QAS will have experience in QC verification and validation and in HSPD-12 testing, validation, and integration.

CONFIGURATION MANAGEMENT MANAGER

The Configuration Management Manager (CMM) provides technical support in documenting HSPD-12 solutions. The CMM establishes and maintains a process for tracking the life-cycle development of all hardware implementations and software development. The CMM maintains continuity of products while ensuring conformity to commercial, industry, or OMB directives and regulations, as applicable to the task order. The CMM oversees formal and informal documentation reviews and makes recommendations consistent with program direction. The support provided by the CMM can include managing hardware and software baselines, change control, baseline audits, prerelease testing, and independent verification and validation (IV&V) functions.

HELP DESK MANAGER

Has overall responsibility for help desk staff and the activities associated with the identification, prioritization, and resolution of reported problems during HSPD-12 implementations. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software. Assigns personnel to various operations and directs their activities; reviews and evaluates their work and prepares performance reports.

SENIOR HELP DESK COORDINATOR

Under general direction of the Help Desk Manager, is responsible for ensuring the timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution and follow-up steps. Is able to resolve less complex problems immediately, while more complex problems are assigned to second level support or supervisor. Typically involves use of problem management database and help desk system. May provide guidance/training for less experienced personnel.

SENIOR SYSTEMS ENGINEER

The Senior Systems Engineer (SSE) performs a variety of complex project tasks applied to HSPD-12 solution and implementation problems. Such tasks involve the integration of processes or methodologies to resolve total system problems or technology problems. The SSE applies analytical and systematic approaches to resolve problems of workflow, organization, and planning. The SSE directs and assists system engineers in the application of system engineering principles to the solution of secure systems design problems. The SSE will have expert knowledge of LANs, WANs, VPNs, routers, firewalls, network protocols, other security and network operations and monitoring, vulnerability analysis, PKI, data encryption, key management, data warehousing, and data-mining capabilities.   The SSE must have demonstrated experience in engineering large, complex systems or networks. The SSE will have demonstrated experience in analytical problem solving of workflows, organization, and planning. The SSE will have demonstrated experience with HSPD-12 products and systems.

INTERMEDIATE SYSTEMS ENGINEER

The Intermediate Systems Engineer (ISE) performs a variety of moderately complex project tasks applied to HSPD-12 solution and implementation problems. Such tasks involve the integration of processes or methodologies to resolve total system problems or technology problems. The ISE analyzes information security requirements. The ISE applies analytical and systematic approaches to resolve problems of workflow, organization, and planning. The ISE assists the Senior Systems Engineer in directing and assisting other system engineers in the application of engineering principles to the solution of secure systems design problems. The ISE will have demonstrated experience in analytical problem solving of workflows, organization, and planning. The ISE will have demonstrated experience with HSPD-12 products and systems.

SYSTEMS ENGINEER

The Systems Engineer (SE) performs a variety of routine project tasks applied to HSPD-12 solution and implementation problems. Such tasks involve the integration of processes or methodologies to resolve total system problems or technology problems as they relate to HSPD-12 requirements. The SE conducts security assessments and provides security consulting services. The SE analyzes information security requirements. The SE applies operating system security configurations. The SE applies analytical and systematic approaches to resolve problems of workflow, organization, and planning. The SE conducts security certification and accreditation for information technologies. The SE provides help desk support. The SE will have experience in security test and evaluations The SE will have demonstrated experience in risk management and risk mitigation. The SE will have demonstrated experience in analytical problem solving of workflows, organization, and planning. The SE will have demonstrated experience with HSPD-12 products and systems.

JUNIOR SYSTEMS ENGINEER

The Junior Systems Engineer (JSE) performs a variety of relatively routine project tasks applied to HSPD-12 solution and implementation problems. Such tasks involve the integration of processes or methodologies to resolve total system problems or technology problems as they relate to HSPD-12 requirements. The JSE analyzes information security requirements. The JSE applies analytical and systematic approaches in the resolution of problems of workflow, organization, and planning. The JSE provides help desk support.

SENIOR SYSTEMS OPERATOR

Under minimal direction, the Senior Systems Operator (SSO) provides enrollment, issuance or activation services. The SSO coordinates system resource availability and provides basic system diagnostics and maintenance. The SSO provides advice and assistance to other operators and users on equipment operation and procedures. The SSO ensures site compliance with electronic and physical security procedures and standards. May supervise ISO and JSA.

INTERMEDIATE SYSTEMS OPERATOR

Under general supervision, the Intermediate Systems Operator (ISO) provides enrollment, issuance or activation services. The ISO coordinates system resource availability and provides basic system diagnostics and maintenance. The ISO provides advice and assistance to other operators and users on equipment operation and procedures. The ISO ensures site compliance with electronic and physical security procedures and standards.

JUNIOR SYSTEMS OPERATOR

Under direct supervision, the Junior Systems Operator (JSO) provides enrollment, issuance or activation services. The JSO coordinates system resource availability and provides basic system diagnostics and maintenance. The JSO ensures site compliance with electronic and physical security procedures and standards.

SENIOR NETWORK ENGINEER

The Senior Network Engineer (SNE) applies knowledge of network protocols, architectures, equipment, services, standards, and technology to various system engineering activities related to HSPD-12 implementations. The SNE performs threat and vulnerability analyses of various network architectures, access configurations, and hardware and software components. The SNE develops appropriate security requirements and impact operations plans for HSPD-12 technologies and services. The SNE will have demonstrated experience in analytical problem solving of workflows, organization, and planning. The SNE will have demonstrated experience with HSPD-12 products and systems. The SNE will have demonstrated experience in network protocols, architectures, equipment, services, standards, and technology for HSPD-12 related system engineering activities.

JUNIOR NETWORK ENGINEER

The Junior Network Engineer (JNE) applies knowledge of network protocols, architectures, equipment, services, standards, and technology to various system engineering activities related to HSPD-12 implementations. The JNE performs threat and vulnerability analyses of various network architectures, access configurations, and hardware and software components. The JNE develops appropriate security requirements and impact operations plans for HSPD-12 technologies and services.

SYSTEM INSTALLER

The System Installer (SI) analyzes HSPD-12 systems designs and layouts for hardware requirements and characteristics and determines the feasibility of installing security capabilities and HSPD-12 products. The SI develops a detailed equipment list for the installation of required systems. The SI installs network components, intrusion detection systems, firewalls, and HSPD-12 equipment and systems according to installation design plans and guidance from the project leader, in accordance with standards and protocols of the site requirements. The SI must have experience in installation, operations, or maintenance of HSPD-12 products. The SI will have a demonstrated capability in HSPD-12 systems designs and layouts for hardware requirements.

70

LEAD ANALYST

Formulates/defines system scope and objectives based on user defined needs. Devises or modifies procedures to solve complex problems related to HSPD-12 implementations considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Has full technical knowledge of all phases of applications systems analysis. Also has duties instructing, directing, and checking the work of other IT analysis personnel. Responsible for quality assurance review. Acts as project leader for projects with small budgets or limited duration.

SENIOR ANALYST

Under general direction, formulates/defines system scope and objectives based on user needs. Devises or modifies procedures to solve complex problems related to HSPD-12 implementations considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Competent to work at the highest technical level of all phases of applications systems analysis activities.

JOURNEYMAN ANALYST

Under general supervision, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex HSPD-12 systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Competent to work on most phases of applications systems analysis activities, but requires instruction and guidance in other phases.

ASSOCIATE ANALYST

Under immediate supervision, assists in research and fact-finding to develop or modify HSPD-12 compliant systems. Assists in preparing detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary.

LEAD TECHNICIAN

Monitors and responds to complex HSPD-12 hardware and software problems utilizing a variety of hardware and software testing tools and techniques. Provides primary interface with vendor support service groups or provides internal analysis and support to ensure proper escalation during outages or periods of degraded system performance. May provide LAN server support. Requires extensive knowledge of HSPD-12 compliant hardware/software in a multi-protocol environment, and network management software. May function as lead job providing guidance and training for less experienced technicians.

SENIOR TECHNICIAN

Monitors and responds to HSPD-12 hardware and software problems utilizing hardware and software testing tools and techniques. May interface with vendor support service groups to ensure proper escalation during outages or period of degraded system performance. May assist with installation of terminals and associated hardware. May provide LAN server support. Requires strong knowledge of

HSPD-12 compliant hardware/software, in a multi-protocol environment, and network management software.

JOURNEYMAN TECHNICIAN

Under general supervision, monitors and responds to HSPD-12 hardware and software problems utilizing hardware and software testing tools and techniques. May interface with vendor support service groups to ensure proper escalation during outages or period of degraded system performance. May assist with installation of terminals and associated hardware. May provide LAN server support. Requires strong knowledge of HSPD-12 compliant hardware/software, in a multi-protocol environment, and network management software.

ASSOCIATE TECHNICIAN

Under direct supervision, monitors and responds to HSPD-12 hardware and software problems utilizing hardware and software testing tools and techniques. May interface with vendor support service groups to ensure proper escalation during outages or period of degraded system performance. May assist with installation of terminals and associated hardware. May provide LAN server support. Requires knowledge of HSPD-12 compliant hardware/software, in a multi-protocol environment, and network management software.

DATA ENTRY CLERK

The Data Entry Clerk (DEC) performs data entry via an online data terminal, key-to-tape, key-to-disk, or similar devices. The DEC verifies the data that are entered, if applicable.

SENIOR DATABASE MANAGER

The Senior Database Manager (SDBM) manages the development of HSPD-12 related database projects. The SDBM plans and budgets staff and database resources. The SDBM prepares and delivers presentations on database management systems (DBMSs) concepts, data warehousing, and data-mining capabilities. The SDBM provides daily supervision and direction to support staff. The SDBM evaluates and designs current or proposed systems to structure and access databases. The SDBM analyzes database requirements, applications programming, and operations to identify HSPD-12 requirements. The SDBM submits recommendations for solutions that require the definition of the physical structure and functional capabilities of databases and that require data security and data backup and recovery specifications. The SDBM proposes detailed specifications and flowcharts and coordinates the installation of revised or new systems when incorporating HSPD-12 compliant systems. The SDBM will have a demonstrated capability in evaluating databases as relevant to HSPD-12 requirements and will have experience with DBMS design and system analysis, current operating systems software internals, and data manipulation languages. The SDBM will have experience in security for distributed databases, data locking, multilevel access within the database, user accountability for accessing remote data repositories, and database transaction logging and auditing. The SDBM will have experience with data warehousing and data mining.

INTERMEDIATE DATABASE MANAGER

The Intermediate Database Manager (IDBM) evaluates and designs current or proposed systems to structure and access databases for HSPD-12 implementations. The IDBM analyzes database requirements of the user department, applications programming, and operations to identify HSPD-12 solution requirements. The IDBM submits recommendations for solutions that require a definition of the physical structure and functional capabilities of databases and that require data security and data backup and

72

recovery specifications. The IDBM proposes detailed specifications and flowcharts and coordinates the installation of revised or new systems when incorporating IA. The IDBM coordinates HSPD-12 data administration, including data archiving, data recovery, anomaly detection, data entry, data warehousing, and data mining. The IDBM will have experience in information security.

SENIOR HARDWARE ENGINEER

The Senior Hardware Engineer (SHE) provides functional and empirical analysis relevant to the design, development, and implementation of hardware products for HSPD-12 implementations. The SHE participates in the development of applications for various hardware suites and of requirements to secure operating systems. The SHE is responsible for reviewing computer systems in terms of machine capabilities and human-machine interface. The SHE assists in identifying requirements of current HSPD-12 compliant hardware and services such as Web-based capabilities, electronic commerce, and PKI. The SHE prepares reports and studies on requirements and existing capabilities. The SHE provides direction to junior hardware engineers. The SHE will have the demonstrated capability to work independently and will have supervisory experience.

INTERMEDIATE HARDWARE ENGINEER

The Intermediate Hardware Engineer (IHE) provides functional and empirical analysis related to the design, development, and implementation of HSPD-12 related hardware products. The IHE participates in the development of HSPD-12 compliant applications for various hardware suites and HSPD-12 requirements to secure operating systems. The IHE is responsible for reviewing computer systems in terms of machine capabilities and human-machine interface. The IHE assists in identifying requirements of current computer hardware. The IHE prepares reports and studies about HSPD-12 requirements and current capabilities. The IHE assists the Senior Hardware Engineer in providing guidance and supervision to lower-grade engineers.

JUNIOR HARDWARE ENGINEER

The Junior Hardware Engineer (JHE) provides functional and empirical analysis related to the design, development, and implementation of hardware products for HSPD-12 implementations. The JHE participates in the development of HSPD-12 compliant applications for various hardware suites. The JHE is responsible for reviewing computer systems in terms of machine capabilities and human-machine interface. The JHE assists in identifying HSPD-12 requirements of existing computer hardware. The JHE prepares reports and studies about IA requirements and current capabilities.

SENIOR SOFTWARE ENGINEER

The Senior Software Engineer (SSE) performs complex analysis, design, development, integration, testing, and debugging of computer software for HSPD-12 implementations. Such activities range from operating system architecture integration and software design to recommendation of products. The SSE will have expert knowledge of operating systems, LANs, WANs, VPNs, PKI, routers, firewalls, network protocols, data encryption, and key management. The SSE provides functional and empirical analysis related to the design, development, and implementation of software operating systems for products including but not limited to HSPD-12 compliant utility, development, and diagnostic software. The SSE develops system-level scripts in various common languages. The SSE analyzes network and computer communications hardware characteristics for HSPD-12 requirements. The SSE assists and coordinates with network specialists about communications hardware. The SSE will have demonstrated experience in developing, testing, installing, and operating network and computer (host) communications software (for example, access method and protocol software, application interfaces, transaction processors, and emulators) and in using and implementing communications standards.

INTERMEDIATE SOFTWARE ENGINEER

The Intermediate Software Engineer (ISE) performs moderately complex analysis, design, development, testing, and debugging of computer software for HSPD-12 implementations. Such activities range from operating system architecture integration and software design to recommendation of products. The ISE develops system-level scripts in various common languages. The ISE provides functional and empirical analysis related to the design, development and implementation of software operating systems for HSPD-12 compliant products, including but not limited to HSPD-12 compliant utility, development, and diagnostic software. The ISE analyzes network and computer communications hardware characteristics for HSPD-12 implementation requirements. The ISE assists and coordinates with network specialists about communications hardware. The ISE will have demonstrated experience in developing, testing, installing, and operating network and computer (host) communications software (for example, access method and protocol software, application interfaces, transaction processors, and emulators) and in using and implementing communications standards.

JUNIOR SOFTWARE ENGINEER

The Junior Software Engineer (JSE) performs relatively routine analysis, design, development, testing, and debugging of computer software for HSPD-12 implementations. Such activities range from operating system architecture integration and software design to recommendation of HSPD-12 compliant products. The JSE provides functional and empirical analysis related to the design, development, and implementation of software operating systems for products including but not limited to utility software, development software, and diagnostic software. The JSE analyzes network and computer communications hardware characteristics for HSPD-12 implementation requirements. The JSE assists and coordinates with network specialists about communications hardware.

SENIOR APPLICATIONS PROGRAMMER

The Senior Applications Programmer (SAP) analyzes HSPD-12 systems requirements and design specifications. The SAP develops block diagrams and logic flow charts. The SAP translates detailed designs into computer software. The SAP interfaces applications with system security features and services. The SAP develops mission-unique security functions (for example, guards, downgrades, and information fusion capability). The SAP develops prototypes of new secure system applications to demonstrate feasibility. The SAP tests, debugs, and refines the computer software to produce the required product. The SAP prepares required documentation, including both program-level and user-level documentation. The SAP enhances software to reduce operating time or improve efficiency. The SAP provides technical direction to less experienced programmers. The SAP will have demonstrated experience in developing software applications for secure systems. The SAP will have demonstrated knowledge of state-of-the-art secure computer equipment, secure operating systems, and high-level computer languages.

JUNIOR APPLICATIONS PROGRAMMER

The Junior Applications Programmer (JAP) analyzes HSPD-12 systems requirements and design specifications. The JAP develops block diagrams and logic flow charts. The JAP translates detailed design into computer software. The JAP interfaces applications with system security features and services. The JAP develops mission-unique security functions (for example, guards, downgrades, and information fusion capability). The JAP develops prototypes of new secure system applications to demonstrate feasibility. The JAP tests, debugs, and refines the computer software to produce the required product. The JAP prepares required documentation, including both program-level and user-level documentation. The JAP enhances software to reduce operating time or improve efficiency.

DATA SECURITY ADMINISTRATOR MANAGER

Directs and implements the necessary controls and procedures to cost-effectively protect information systems assets from intentional or inadvertent modification, disclosure or destruction. Provides guidance and direction for the physical protection of information systems assets to other functional units. Provides reports to superiors regarding effectiveness of data security and makes recommendations for the adoption of new procedures. Assigns work to subordinates and monitors performance.

DATA SECURITY ANALYST

Under limited supervision, performs all procedures necessary to ensure the safety of information systems assets and to protect systems from intentional or inadvertent access or destruction. Interfaces with user community to understand their security needs and implements procedures to accommodate them. Ensures that user community understands and adheres to necessary procedures to maintain security. Conducts accurate evaluation of the level of security required. Provides management with status reports.

SECURITY ADMINISTRATOR

The Security Administrator (SEA) performs administration functions related to operating a secured system or facility, including classified document control, publication distribution, classification management and processing, and coordination with the Program Manager. The SEA provides audit support during the development of software and hardware. The SEA conducts preliminary reviews of operations and makes recommendations to management personnel about security needs for effective operations. The SEA monitors physical security for conformance to Government requirements.

SENIOR TRAINING SPECIALIST

The Senior Training Specialist (STS) conducts the research necessary to develop and revise training courses for HSPD-12 implementation related instruction. The STS develops and revises these courses and prepares appropriate training catalogs. The STS prepares instructor materials (such as course outline, background material, and training aids). The STS prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). The STS trains personnel by conducting formal classroom or web-based courses, workshops, and seminars.

JUNIOR TRAINING SPECIALIST

Under limited supervision, the Junior Training Specialist (JTS) conducts the research necessary to develop and revise training courses for HSPD-12 implementation related instruction. The JTS develops and revises these courses and prepares appropriate training catalogs. The JTS prepares instructor materials (course outline, background material, and training aids) and student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). The JTS trains personnel by conducting formal classroom or web-based courses, workshops, and seminars.

SENIOR INSTRUCTIONAL SYSTEM DESIGNER

The Senior Instructional System Designer (SISD) prepares course analysis, course outlines, and storyboards for the production of distributive and advanced distance learning, interactive training, and classroom instruction for HSPD-12 implementations. The SISD assesses various types of new technologies to enhance various learning styles (visual, audio). The SISD provides guidance to HSPD-12 course developers of various multimedia capabilities to support training requirements. The SISD must have experience in the design and development of interactive multimedia distributive training products.

JUNIOR INSTRUCTIONAL SYSTEM DESIGNER

Under guidance, the Junior Instructional System Designer (JISD) prepares course analysis, course outlines, and storyboards for the production of distributive and advanced distance learning, interactive training, and classroom instruction for HSPD-12 implementations. The JISD assesses various types of new technologies to enhance various learning styles (visual, audio). The JISD provides guidance to HSPD-12 course developers of various multimedia capabilities to support training requirements. The JISD must have experience in the design and development of interactive multimedia distributive training products.

HSPD-12 Managed Services and Products

Manufacturer Name	Part Number	Product Description	GSA price with IFF
HP ES	HMS0001	Enrollment Seat Price - A Managed Service that provides for enrollment services, enrollment subscription and PIV card activation services. Includes: Shared Service Provider, PIV Card, OCSP Responder, Electronic Personalization (Product), Crytographic Module. One-time charge incurred at time of enrollment.	$76.32
HP ES	HMS0002	Monthly Maintenance Seat Price - A Managed Service that provides for monthly PIV card operations and maintenance. Monthly charge beginning month after enrollment.	$8.31
HP ES	HMS0003	Standard Contact/Contactless PIV Card Replacement without Enrollment: Re-Issue Price. Instances when a card is re-issued: 1) the original card is damaged, lost, or stolen; 2) name change; 3) new picture is desired. Includes: Shared Service Provider, PIV Card Electronic Personalization (Product), Crytographic Module.	$48.36
HP ES	HMS0004	PIV Card Upgrade with 125 MHz Proximity Coil - Must purchase with enrollment seat price, HMS0001. Includes PIV Card.	$9.82
HP ES	HMS0005	PIV Card with 125 MHz Proximity Coil - Replacement without enrollment: Re-Issue Price - Must purchase with HMS0003. Includes PIV Card.	$48.36
HP ES	HMS0006	Design PIV Card - Additional Surface Template - Purchase Price. Includes: PIV Card	$7,898.55
HP ES	HMS0007	Design PIV Card - Additional Overlay - Purchase Price. Includes: PIV Card. One card security feature (Great Seal, Optical Variable Ink (OVI)). Does not include other features such as holograms, Optical Variable Devices (OVDs), Ultra-Violet (UV) ink, etc.	$32,615.04
HP ES	HMS0008	PIV Card - Priority Printing. Includes: PIV Card. Order must be received by 2:00 PM EST to be shipped by the next business day. Does not include expedited shipping.	$15.11
HP ES	HMS0009	Enrollment transaction not associated with shared service IDMS. Includes PIV Card.	$24.94

HP ES	Part Number	Product Description	GSA price with IFF
HP ES	HMS0010	Standard enrollment station - fixed - monthly usage. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, single fingerprint capture device, CMS Middleware, Workstation, Dual 17 inch LCD Displays, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, Anti-Virus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable, Firewire interface, desktop tripod, photo backdrop system. Includes maintenance.	$1,099.43
HP ES	HMS0011	Standard enrollment station - fixed - purchase price. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, Single Fingerprint Capture Device, CMS Middleware, Workstation, Dual 17 inch LCD Displays, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, Anti-Virus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable, Firewire Interface, Desktop tripod, Photo backdrop system. Includes 12 month maintenance/warranty.	$30,115.43
HP ES	HMS0012	Standard activation station - fixed - monthly usage. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint Capture Device, CMS Middleware, PIV Card. Workstation, PIN Pad, 17 inch LCD Display, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable. Includes maintenance.	$100.50
HP ES	HMS0013	Standard activation station - fixed - purchase price. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint Capture Device, CMS Middleware, PIV Card. Workstation, PIN Pad, 17 inch LCD Display, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable. Includes 12 month warranty.	$2,773.90

HP ES	Part Number	Product Description	GSA price with IFF
HP ES	HMS0014	Standard combination enrollment/activation station - mobile - monthly usage. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, Single Fingerprint Capture Device, CMS Middleware, PIV Card, Laptop, Dual 17inch LCD Displays, Docking Station, Keyboard, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, PIN Pad, Anti Virus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, USB Hub, Network cable, Desktop tripod, Photo backdrop system, Shipping Cases. Includes maintenance.	$1,377.50
HP ES	HMS0015	Standard combination enrollment/activation station - mobile - purchase price. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, Single Fingerprint Capture Device, CMS Middleware, PIV Card, Laptop, Dual 17inch LCD Displays, Docking Station, Keyboard, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, PIN Pad, Anti Virus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, USB Hub, Network cable, Desktop tripod, Photo backdrop system, Shipping Cases. Includes 12 month warranty.	$33,923.03
HP ES	HMS0016	Standard combination enrollment/activation station - fixed - monthly usage. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, Single Fingerprint Capture Device, CMS Middleware, PIV Card, Workstation, Dual 17inch LCD Displays, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, PIN Pad, Anti Virus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Firefire Interface, USB Hub, Network cable, Desktop tripod, Photo backdrop system. Includes maintenance.	$1,116.81

HP ES	Part Number	Product Description	GSA price with IFF
HP ES	HMS0017	Standard combination enrollment/activation station - fixed - purchase price. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, Single Fingerprint Capture Device, CMS Middleware, PIV Card, Workstation, Dual 17inch LCD Displays, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, PIN Pad, Anti Virus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Firefire Interface, USB Hub, Network cable, Desktop tripod, Photo backdrop system. Includes 12 month warranty.	$30,675.35
HP ES	HMS0018	Standard enrollment station - mobile - monthly usage. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, Laptop, Dual 17inch LCD Displays, Docking Station, Keyboard, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, Anti-Virus Software, OCSP Validation Client Software, Device Level Security Software, Desktop tripod, Photo backdrop system, Power Strip, USB Hub, Network cable, Shipping Cases. Includes maintenance.	$1,198.42
HP ES	HMS0019	Standard enrollment station - mobile - purchase price. Includes: Facial Image Capture Station, Facial image capture middleware, Fingerprint capture station, Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, Laptop, Dual 17inch LCD Displays, Docking Station, Keyboard, Flatbed Document Scanner, ID Card Document Authenticator, UPS, Combination Cable Lock, Anti-Virus Software, OCSP Validation Client Software, Device Level Security Software, Desktop tripod, Photo backdrop system, Power Strip, USB Hub, Network cable, Shipping Cases. Includes 12 month warranty.	$33,452.27
HP ES	HMS0020	Standard activation station - mobile - monthly usage. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, PIV Card, Laptop, PIN Pad, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable, Shipping Cases. Includes maintenance.	$142.06

HP ES	Part Number	Product Description	GSA price with IFF
HP ES	HMS0021	Standard activation station - mobile - purchase price. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, PIV Card, Laptop, PIN Pad, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable, Shipping Cases. Includes 12 month warranty.	$4,443.83
HP ES	HMS0022	Standard activation station components - fixed - monthly usage. Computer not included. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, PIV Card, PIN Pad, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable. Includes maintenance.	$49.12
HP ES	HMS0023	Standard activation station components - fixed - purchase price. Computer not included. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, PIV Card, PIN Pad, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable. Includes 12 month warranty.	$1,381.28
HP ES	HMS0024	Standard activation station components - mobile - monthly usage. Computer not included. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, PIV Card, PIN Pad, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable, Shipping Cases. Includes maintenance.	$64.98
HP ES	HMS0025	Standard activation station components - mobile - purchase price. Computer not included. Includes: Template generator, Template matcher, Transparent reader, Single fingerprint capture device, CMS Middleware, PIV Card, PIN Pad, Antivirus Software, OCSP Validation Client Software, Device Level Security Software, Power Strip, Network cable, Shipping Cases. Includes 12 month warranty.	$1,957.07

HP ES	Part Number	Product Description	GSA price with IFF
HP ES	HMS0026	12 months extended maintenance for HMS0011 Standard enrollment station - fixed	$5,435.21
HP ES	HMS0027	12 months extended maintenance for HMS0013 Standard activation station - fixed.	$980.05
HP ES	HMS0028	12 months extended maintenance for HMS0015 Standard combination enrollment/activation station - mobile.	$5,601.45
HP ES	HMS0029	12 months extended maintenance for HMS0017 Standard combination enrollment/activation station - fixed.	$5,502.46
HP ES	HMS0030	12 months extended maintenance for HMS0019 Standard enrollment station - mobile.	$5,551.58
HP ES	HMS0031	12 months extended maintenance for HMS0021 Standard activation station - mobile.	$1,054.10
HP ES	HMS0032	12 months extended maintenance for HMS0023 Standard activation station components - fixed.	$908.26
HP ES	HMS0033	12 months extended maintenance for HMS0025 Standard activation station components - mobile.	$908.26
HP ES	HMS0034	Distributed Card Operations Jump Kit. Includes Single Fingerprint Capture device, two PIV Card readers, PIV Middleware, and an Installation CD.	$1,039.58
HP ES	HMS0035A	Light Credentialing Solution Kit (Includes Laptop) - Purchase Price - Includes: Laptop, Facial Image Capture Camera, Facial Image Capture Middleware, Template Generator, Template Matcher, Transparent Reader, Single Fingerprint Capture Device, PIV Middleware, CMS Middleware, Document Scanner, USB Hub, Power Strip, Network Cable, Desktop Tripod, Photobackdrop Cloth, Wheeled Shipping Case with Foam, Combination Padlock. Includes 12 month maintenance/warranty.	$13,013.53
HP ES	HMS0035B	Light Credentialing Solution Kit (NO Laptop) - Purchase Price - Includes: Facial Image Capture Camera, Facial Image Capture Middleware, Template Generator, Template Matcher, Transparent Reader, Single Fingerprint Capture, PIV Middleware, CMS Middleware, Device Middleware, Document Scanner, USB Hub, Power Strip, Network Cable, Desktop Tripod, Photobackdrop Cloth, Wheeled Shipping Case with Foam, Combination Padlock. Includes 12 month maintenance/warranty.	$11,848.79
HP ES	HMS0036A	**12 months extended maintenance for:** HMS0035**A** Light Credentialing Solution (Includes Laptop)	$1,558.82
HP ES	HMS0036B	**12 months extended maintenance for:** HMS0035**B** Light Credentialing Solution (NO Laptop)	$1,558.82

USA Commitment to Promote
Small Business Participation Procurement Programs

PREAMBLE

HP ES provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact Gwen Johnson, 703-736-4013, gwen.johnson@hp.com.

(Customer Name)
Blanket Purchase Agreement
Federal Supply Schedule
(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act _____ (Agency) _____ and _____ (Contractor) _____ enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) Part 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the **Government that works better and costs less**.

Signatures

_____ _____   _____ _____

    Agency   Date   Contractor   Date

(Customer Name)
Blanket Purchase Agreement

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____ ,
Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase
Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency) :

1. The following contract items can be ordered under this BPA. All orders placed against this
    BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE

2. Delivery:

DESTINATION	DELIVERY SCHEDULE/DATES

3. The Government estimates, but does not guarantee, that the volume of purchases through this
    agreement will be   .

4. This BPA does not obligate any funds.

5. This BPA expires on   or at the end of the contract period, whichever is earlier.

6. The following office(s) is/are hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT

7. Orders will be placed against this BPA via Electronic Data Interchange (EDI), Fax or paper.

8. Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery
    tickets or sales slips that must contain the following information as a minimum:

    (a) Name of Contractor;

    (b) Contract Number;

    (c) BPA Number;

    (d) Model Number or National Stock Number (NSN);

    (e) Purchase Order Number;

    (f) Date of Purchase;

    (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be
        shown when incompatible with the use of automated systems; provided, that the invoice is
        itemized to show the information); and

    (h) Date of Shipment.

9. The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

10. The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

Basic Guidelines for Using
"Contractor Team Arrangements"

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers' needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
- Customers make a best value selection.